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1985/86
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ANNUAL PROGRAM

LIBRARY SERVICES AND CONSTRUCTION ACT

1985-1986

With FY 85 Supplement

S. C. STATE LIBRARY

DEC 1 2 1985

STATE DOCUMENTS

South Carolina State Library
1500 Senate Street
P. O. Box 11469
Columbia, South Carolina
29211

ANNUAL PROGRAM

LIBRARY SERVICES AND CONSTRUCTION ACT

1985-1986

With FY 85 Supplement

South Carolina State Library
1500 Senate Street
P. O. Box 11469
Columbia, South Carolina
29211



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF THE ASSISTANT SECRETARY
FOR EDUCATIONAL RESEARCH AND IMPROVEMENT

NOTIFICATION OF GRANT AWARD

LIBRARY PROGRAMS

FISCAL YEAR 1986

1. MAILING ADDRESS (number, street, city, State and ZIP code) South Carolina State Library 1500 Senate Street, P.O. Box 11469 Columbia, South Carolina 29211			2. Fiscal Year Ending September 30, 1986	
			3. GRANT AWARD IS <input checked="" type="checkbox"/> NEW <input type="checkbox"/> REVISED <input type="checkbox"/> ESTIMATED	
PROGRAM TITLE	COMMON ACCOUNTING NUMBER	AMOUNT OF THIS AWARD	PREVIOUS AMOUNT AWARDED	TOTAL AWARDED TO DATE
4. LSCA I, Public Library Services	6E000500	\$ 1,061,708	\$ -0-	\$ 1,061,708
5. LSCA III, Interlibrary Coop. and Resource Sharing	6E000501	252,482	-0-	252,482
7.				
8.				

9. COMMENTS:

This award is made under P.L. 98-480: \$75,000,000 for LSCA Title I and \$18,000,000 for Title III for Fiscal Year 1986, and funded under the Continuing Resolution.

Two percent of each amount has been set aside for LSCA Title IV, Library Services for Indian Tribes and Hawaiian Natives.

CFDA: 84.034

CFDA: 84.035

EDUCATION LETTER OF CREDIT #91-02-2039

PAYMENTS UNDER THIS AWARD will be made through the Education Department Payment System administered by the Department of Education, Financial Management Service. Inquiries regarding payment should be directed to:

Telephone: (202) 245-8040

Department of Education
Division of Financial Operations
Letter of Credit Section
P.O. Box 23806, L'Enfant Plaza Station
Washington, D. C. 20026

This grant award is made subject to the provisions of the approved State plan and the applicable acts and regulations.

10. NAME AND TITLE (type) Malcolm D. Davis Acting Director/Senior Program Coordinator, Library Programs		11. SIGNATURE 	12. DATE Nov. 8, 1985
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ACCOUNTING DATA

LINE NO.	APPROPRIATION SYMBOL Code: 201	FISCAL YEAR (2)	EFFECTIVE DATE (3 - 7)	TRANSACTION CODE (8 - 10)	NORMAL/REVERSE (11)	MODIFIER CODE (12)	OBLIGATION DOCUMENT		GRAPHIC CODE (27)	FISCAL YEAR (40)	COMMON ACCOUNTING NUMBER (41 - 47)
							REV. CODE (13 - 18)	NUMBER (19 - 26)			
01	9160104	7	110885	050	1	3	340	W008601040	2	6	E000500
02											
03	9160104	7	110885	050	1	3	340	W008601140	2	6	E000501
04											
05											

LINE NO.	OBJECT CLASS (48 - 53)	AMOUNT (dollars and cents) (54 - 63)	FEDERAL/NON-FEDERAL (64)	PRIMARY RECIPIENT (65 - 79)	CLASS CODE (80)	AWARD DATES	
						BEGIN (month/year) (120 - 129)	END (month/year) (130 - 139)
01	41.15	1,061,708 00		1-576000286-A9		10/85	09/86
02							
03	41.15	252,482 00		1-576000286-A9		10/85	09/86
04							
05							

FEDERAL ASSISTANCE		2. APPLICANT'S APPLICATION IDENTIFIER		a. NUMBER 86-1		3. STATE APPLICATION IDENTIFIER		a. NUMBER	
1. TYPE OF SUBMISSION (Mark appropriate box) <input type="checkbox"/> NOTICE OF INTENT (OPTIONAL) <input type="checkbox"/> PREAPPLICATION <input checked="" type="checkbox"/> APPLICATION				b. DATE Year month day 19 85 10 21		NOTE TO BE ASSIGNED BY STATE		b. DATE ASSIGNED Year month day 19	
		Leave Blank							
4. LEGAL APPLICANT/RECIPIENT						5. EMPLOYER IDENTIFICATION NUMBER (EIN) 1-576000286-A9			
a. Applicant Name South Carolina State Library						b. PRO-GRAM (From CFDA)			
b. Organization Unit 1500 Senate Street						a. NUMBER 8 4 * 0 3 4			
c. Street/P.O. Box P. O. Box 11469						MULTIPLE <input type="checkbox"/>			
d. City Columbia						b. TITLE Title I Library Services			
e. County Richland									
f. State South Carolina									
g. ZIP Code 29211									
h. Contact Person (Name & Telephone No.) James B. Johnson, Jr. (803) 758-3181									
7. TITLE OF APPLICANT'S PROJECT (Use section IV of this form to provide a summary description of the project) N/A						8. TYPE OF APPLICANT/RECIPIENT A-State B-Federated C-Substate D-County E-City F-Address State G-School Purpose Center H-Community Action Agency I-Regional Educational Laboratory J-Other (Specify) Enter appropriate letter A			
9. AREA OF PROJECT IMPACT (Names of cities, counties, states, etc.)						10. ESTIMATED NUMBER OF PERSONS BENEFITING			
12. PROPOSED FUNDING						14. TYPE OF APPLICATION A-Grant B-Contract C-Loan D-Other (Specify) Enter appropriate letter A			
a. FEDERAL \$ 1,062,241.00						17. TYPE OF CHANGE (For 14c or 14d) A-Extension B-Continuation C-Other (Specify) NA			
b. APPLICANT .00						Enter appropriate letter A			
c. STATE 4,975,170.00									
d. LOCAL .00									
e. OTHER .00									
f. Total \$ 6,037,411.00						Enter appropriate letter A			
13. CONGRESSIONAL DISTRICTS OF:									
a. APPLICANT State						15. PROJECT START DATE Year month day 1985 10 1			
b. PROJECT N/A						16. PROJECT DURATION Months 12			
						18. DATE DUE TO FEDERAL AGENCY Year month day 1985 10 21			
19. FEDERAL AGENCY TO RECEIVE REQUEST U.S. Department of Education						20. EXISTING FEDERAL GRANT IDENTIFICATION NUMBER			
a. ORGANIZATIONAL UNIT (IF APPROPRIATE) Office of Educational Research and Improvement						b. ADMINISTRATIVE CONTACT (IF KNOWN) Dorothy Kittel			
c. ADDRESS Department of Education, SPLSB 400 Maryland Avenue, SW, Washington, D.C. 20202-1630						21. REMARKS ADDED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
22. THE APPLICANT CERTIFIES THAT:		a. YES, THIS NOTICE OF INTENT/PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE 10-21-85							
		b. NO, PROGRAM IS NOT COVERED BY E.O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW <input type="checkbox"/>							
23. CERTIFYING REPRESENTATIVE		a. TYPED NAME AND TITLE Betty E. Callahan Director						b. SIGNATURE Betty E. Callahan	
24. APPLICATION RECEIVED 19				25. FEDERAL APPLICATION IDENTIFICATION NUMBER				26. FEDERAL GRANT IDENTIFICATION	
27. ACTION TAKEN		28. FUNDING				29. ACTION DATE 19		30. STARTING DATE 19 10 1	
<input type="checkbox"/> a. AWARDED		a. FEDERAL \$.00				31. CONTACT FOR ADDITIONAL INFORMATION (Name and telephone number) Phone: (202) 254-9664		32. ENDING DATE 19 09 30	
<input type="checkbox"/> b. REJECTED		b. APPLICANT .00							
<input type="checkbox"/> c. RETURNED FOR AMENDMENT		c. STATE .00							
<input type="checkbox"/> d. RETURNED FOR E.O. 12372 SUBMISSION BY APPLICANT TO STATE		d. LOCAL .00							
<input type="checkbox"/> e. DEFERRED		e. OTHER .00							
<input type="checkbox"/> f. WITHDRAWN		f. TOTAL \$.00							
								33. REMARKS ADDED <input type="checkbox"/> Yes <input type="checkbox"/> No	

FEDERAL ASSISTANCE			2. APPLICANT'S APPLICATION IDENTIFIER		a. NUMBER 86-2		3. STATE APPLICATION IDENTIFIER		a. NUMBER		
1. TYPE OF SUBMISSION (Mark appropriate box) <input type="checkbox"/> NOTICE OF INTENT (OPTIONAL) <input type="checkbox"/> PREAPPLICATION <input checked="" type="checkbox"/> APPLICATION			b. DATE Year month day 1985 10 21		NOTE TO BE ASSIGNED BY STATE		b. DATE ASSIGNED Year month day 19				
4. LEGAL APPLICANT/RECIPIENT			5. EMPLOYER IDENTIFICATION NUMBER (EIN) 1-576000286-A9								
a. Applicant Name: South Carolina State Library b. Organization Unit: 1500 Senate Street c. Street/P.O. Box: P. O. Box 11469 d. City: Columbia e. County: Richland f. State: South Carolina g. ZIP Code: 29211 h. Contact Person (Name & Telephone No.): James B. Johnson, Jr. (803) 758-3181			6. PRO-GRAM (From CPDA)		a. NUMBER: 8410315 MULTIPLE <input type="checkbox"/> b. TITLE: Title III, Interlibrary Cooperation and Resource Sharing						
7. TITLE OF APPLICANT'S PROJECT (Use section IV of this form to provide a summary description of the project.) N/A			8. TYPE OF APPLICANT/RECIPIENT								
			A-State B-Federal C-Substate D-County E-City F-School District G-Other Purpose District H-Community Action Agency I-Group Education Institute J-Other Title K-Other (Specify) Enter appropriate letter: A								
9. AREA OF PROJECT IMPACT (Name of school, business, etc.)			10. ESTIMATED NUMBER OF PERSONS BENEFITING		11. TYPE OF ASSISTANCE						
					A-Basic Grant B-Research C-Substate D-County E-City F-School District G-Other Enter appropriate letter: A						
12. PROPOSED FUNDING			13. CONGRESSIONAL DISTRICTS OF			14. TYPE OF APPLICATION					
a. FEDERAL: \$ 252,613 .00 b. APPLICANT: .00 c. STATE: 173,905 .00 d. LOCAL: .00 e. OTHER: .00 f. Total: \$ 426,518 .00			a. APPLICANT: State b. PROJECT: N/A 15. PROJECT START DATE: 1985 10 1 16. PROJECT DURATION: 12 Months 17. DATE DUE TO FEDERAL AGENCY: 1985 10 21			A-Research B-Research C-Substate D-County E-City F-School District G-Other Enter appropriate letter: A 17. TYPE OF CHANGE (For 1st or 1st) A-Extension B-Continuation C-Discontinuation D-Other (Specify): NA Enter appropriate letter: NA					
18. FEDERAL AGENCY TO RECEIVE REQUEST			19. ORGANIZATIONAL UNIT (IF APPROPRIATE)			20. EXISTING FEDERAL GRANT IDENTIFICATION NUMBER			21. REMARKS ADDED		
U.S. Department of Education			Office of Educational Research and Improvement			ADMINISTRATIVE CONTACT (IF KNOWN): Dorothy Kittel					
22. THE APPLICANT CERTIFIES THAT:			23. CERTIFYING REPRESENTATIVE			24. APPLICATION RECEIVED			25. FEDERAL APPLICATION IDENTIFICATION NUMBER		
To the best of my knowledge and belief, data in this preapplication/application are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is approved.			a. YES: THIS NOTICE OF INTENT/PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE 10-21-85 b. NO: PROGRAM IS NOT COVERED BY E.O. 12372 OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW			Betty E. Callahan Director			26. FEDERAL GRANT IDENTIFICATION		
27. ACTION TAKEN			28. FUNDING			29. ACTION DATE			30. STARTING DATE		
<input type="checkbox"/> a. AWARDED <input type="checkbox"/> b. REJECTED <input type="checkbox"/> c. RETURNED FOR AMENDMENT <input type="checkbox"/> d. RETURNED FOR E.O. 12372 SUBMISSION BY APPLICANT TO STATE <input type="checkbox"/> e. DEFERRED <input type="checkbox"/> f. WITHDRAWN			a. FEDERAL: \$.00 b. APPLICANT: .00 c. STATE: .00 d. LOCAL: .00 e. OTHER: .00 f. TOTAL: \$.00			19			19 10 1		
						31. CONTACT FOR ADDITIONAL INFORMATION (Name and telephone number) Phone: (202) 254-9664			32. ENDING DATE: 19 09 30		
									33. REMARKS ADDED <input type="checkbox"/> Yes <input type="checkbox"/> No		

South Carolina State Library

THE LIBRARY SERVICES AND CONSTRUCTION ACT
1985-1986

Part I. Annual Program, FY 86

Title I. Library Services

Project IA. General Administration
IB. Library Interpretation
IIA. General Operations
IIB. Strengthening the State Library Agency
IIIA. Field Services
IIIB. Career Education: Workshops
IIID. Service to the Disadvantaged
IIIE. Library Development
IIIF. Service to Children
IIIG. Audio-Visual Program
IIIH. Public Library Automation and Technology
III-I Literacy
IV. Service to the Blind and Physically Handicapped
V. Institutional Library Services

Title III. Interlibrary Cooperation

Project I. Interlibrary Network

Part II. Annual Program, FY 85, Supplement

Title I. Library Services

Project IA. General Administration
IB. Library Interpretation
IIA. General Operations
IIB. Strengthening the State Library Agency
IIIA. Field Services
IIIB. Career Education: Workshops
IIID. Service to the Disadvantaged
IIIE. Library Development
IIIF. Service to Children
IIIG. Audio-Visual Program
IIIH. Public Library Automation and Technology
III-I Literacy
IV. Service to the Blind and Physically Handicapped
V. Institutional Library Services

Title III. Interlibrary Cooperation

Project I. Interlibrary Network

South Carolina State Library
Post Office Box 11469
Columbia, South Carolina 29211
Fiscal Year 1986

ISCA STAFF RESPONSIBILITIES

<u>Name and Title</u>	<u>Responsibility</u>
Betty E. Callaham Director	Planning and administration
James B. Johnson, Jr. Deputy Director for Library Development	Planning, budgeting, administration; preparation of long-range program, annual program, annual reports; ISCA Title I, ISCA Title II, Library Interpretation
John H. Landrum Deputy Director for Library Services	ISCA Title III
Betty Q. Onley Business Manager	Budgeting, financial administration and reporting
Annette S. Stuck Bookkeeper	Financial records and reports

ISCA Project Officers*

Title I

Margie E. Herron Director of Field Services	IIIA. Field Services
Alice I. Nolte Field Service Librarian	IIIB. Career Education: Workshops IIIE. Library Development
Aileen P. Law Field Service Librarian	IIID. Service to the Disadvantaged III-I. Literacy
Jane E. Gardner Field Service Librarian for Children's Services	IIIF. Service to Children
Ronald E. Anderson Field Service Librarian for Audio-Visual Programs	IIIG. Film Program
Marjorie A. Mazur Director of Technical Services	IIB. Strengthening the State Library Agency

*Plans, coordinates, and reports project at State level; supervises implementation, evaluation, and reporting at local level.

South Carolina State Library
Post Office Box 11469
Columbia, South Carolina 29211
Fiscal Year 1986

Theresa C. Mills
Institutional Library Consultant

Frances K. Case
Director, Division for the Blind
and Physically Handicapped

ISCA Project Officers

John Landrum
Deputy Director for
Library Services

V. Institutional Library Services

IV. Service to the Blind and
Physically Handicapped

Title III

I. Interlibrary Network

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
1. PUBLIC LIBRARY (AREAS WITHOUT SERVICES) SEC. 102, LSCA	01.004	\$ -0-		\$		
2. PUBLIC LIBRARY (AREAS WITH INADEQUATE SERVICES) SEC. 102, LSCA	01.004	535,914				
3. DISADVANTAGED: SEC. 102, LSCA a. CULTURALLY 177B.4 LSCA REGS. b. SOCIOECONOMICALLY INCLUDE URBAN AND RURAL LOW-INCOME 177B.4 LSCA REGS. c. EDUCATIONALLY 177B.4 LSCA REGS.	01.004	100,000				

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LSCA I	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$ 135,797	\$ 1,023,733	\$ (11,229,781)	\$	\$ 12,389,311
b. FRINGE BENEFITS	3,060	93,655			96,715
c. TRAVEL	9,417	10,282			19,699
d. EQUIPMENT	75,078	62,436	(721,624)		859,138
e. SUPPLIES	21,718	62,436	(697,623)		781,777
f. CONTRACTUAL	53,359		(6,000)		59,359
g. LIBRARY MATERIALS	292,908	2,002,551	(3,367,304)		5,662,763
h. OTHER	44,577	64,093	(1,368,246)		1,476,916
i. TOTAL DIRECT CHARGES					
j. INDIRECT CHARGES					
k. TOTALS	\$ 635,914	\$ 3,319,186	\$ (17,390,578)	\$	\$ 21,345,678
7. PROGRAM INCOME					

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
4. HANDICAPPED SEC. 102, LSCA	04.004	\$ 60,000		\$		
5. INSTITUTIONALIZED SEC. 102, LSCA	04.004	45,000				
6. STRENGTHENING STATE LIBRARY ADMINISTRATION AGENCY SEC. 105(a)(2) LSCA	04.004	184,327				
7. MAJOR URBAN RESOURCE LIBRARY SEC. 102, LSCA	04.004	-0-				

SECTION B - BUDGET CATEGORIES

B. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LSCA I	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$ 38,439	\$ 753,953	\$	\$	\$ 792,392
b. PRINCE BENEFITS	7,800	148,355			156,155
c. TRAVEL	3,900	4,070			7,970
d. EQUIPMENT	85,000	17,493			102,493
e. SUPPLIES	11,000	1,500			12,500
f. CONTRACTUAL		381,122			381,122
g. LIBRARY MATERIALS	100,000	242,474			342,474
h. OTHER	43,188	60,174			103,362
i. TOTAL DIRECT CHARGES					
j. INDIRECT CHARGES					
k. TOTALS	\$ 289,327	\$ 1,609,141	\$	\$	\$ 1,898,468
7. PROGRAM INCOME					

TITLE I
FY FUNDS
86

OMB NO. 1020-0032, EXP. 12/84

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
8. STRENGTHENING METROPOLITAN PUBLIC LIBRARY SEC. 102, LSCA	04.0041	\$ -0-		\$		\$
9. LIMITED ENGLISH-SPEAKING ABILITY SEC. 6, LSCA	04.0041	-0-				
10. SERVICES TO THE ELDERLY SECs. 6 and 101	04.0041	*				
*Eligible for funding under Projects IIID & IIIE.						

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LSCA 1	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$	\$	\$	\$	\$
b. FRINGE BENEFITS					
c. TRAVEL					
d. EQUIPMENT					
e. SUPPLIES					
f. CONTRACTUAL					
g. LIBRARY MATERIALS					
h. OTHER					
i. TOTAL DIRECT CHARGES					
j. INDIRECT CHARGES					
k. TOTALS	\$	\$	\$	\$	\$
7. PROGRAM INCOME					

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
	84.834	\$		\$		
11. COMMUNITY INFORMATION AND REFERRAL CENTERS SEC. 101(3), LSCA	84.834	**				
12. LITERACY PROGRAMS SEC. 6, LSCA	84.834	100,000				
13. Administration		37,000				
14. XX TOTALS		\$ 1,062,241		\$		

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LSCA	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$ 47,100	\$ 46,843	\$ 54,000	\$	\$ 147,943
b. FRINGE BENEFITS	6,620		6,000		12,620
c. TRAVEL	4,000				4,000
d. EQUIPMENT			4,000		4,000
e. SUPPLIES	15,000		7,000		22,000
f. CONTRACTUAL					
g. LIBRARY MATERIALS	31,000		21,000		52,000
h. OTHER	17,280		8,000		25,280
i. TOTAL DIRECT CHARGES	121,000	46,843	100,000		267,843
j. INDIRECT CHARGES	16,000				16,000
k. TOTALS	\$ 137,000	\$ 46,843	\$ 100,000	\$	\$ 283,843
7. PROGRAM INCOME					

** Eligible for funding under Project IIIIE.

SECTION C - NON-FEDERAL RESOURCES				
(a) GRANT PROGRAM	(b) APPLICANT	(c) STATE	(d) OTHER SOURCES	(e) TOTALS
12. TOTALS				

SECTION D - FORECASTED CASH NEEDS					
	TOTAL FOR 1ST YEAR	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER
13. FEDERAL					
14. NON-FEDERAL					
15. TOTALS					

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) GRANT PROGRAM	FUTURE FUNDING PERIODS (years)			
	(b) FIRST	(c) SECOND	(d) THIRD	(e) FOURTH
16.				
17.				
18.				
19.				
20. TOTALS				

SECTION F - OTHER BUDGET INFORMATION (attach additional sheets if necessary)

21. DIRECT CHARGES:

22. INDIRECT CHARGES: The South Carolina State Library has an approved indirect cost rate of 29.6% for the period July 1, 1985 to June 30, 1986. A new rate will be negotiated for FY 87.

23. REMARKS:

PART IV - PROGRAM NARRATIVE (attach per instructions)

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
1. PLANNING OF COOPERATIVE LIBRARY NETWORKS - SEC 302, LSCA	84.035	\$ -0-	\$	\$	\$	\$
2. PLANNING FOR STATE-WIDE RESOURCE SHARING SEC. 304, LSCA	84.035	\$ -0-				
3. TOTALS		\$	\$	\$	\$	\$

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LSCA III	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$	\$	\$	\$	\$
b. FRINGE BENEFITS					
c. TRAVEL					
d. EQUIPMENT					
e. SUPPLIES					
f. CONTRACTUAL					
g. LOCATOR TOOLS					
h. OTHER					
i. TOTAL DIRECT CHARGES					
j. INDIRECT CHARGES					
k. TOTALS	\$	\$	\$	\$	\$
7. PROGRAM INCOME	\$	\$	\$	\$	\$

TITLE III
FY FUNDS
86

OMB NO. 1050-0628, EXP 12/84

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
ESTABLISHING EXPANDING AND OPERATING LIBRARY NETWORKS - SEC 302 ISCA	04.005					
BIBLIOGRAPHIC CONTROL		180,000				
USER SERVICES						
(a) INTERLIBRARY LOAN		72,613				
(b) REFERENCE SERVICES						
(c) ACCESS TO COMPUTER DATA BASES						
TRAINING EDUCATION						
TOTALS		\$ 252,613		\$	\$	\$

SECTION B - BUDGET CATEGORIES

OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LSCA #	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$ 54,000	\$ 57,905	\$	\$	\$ 111,905
b. FRINGE BENEFITS	10,961				10,961
c. TRAVEL	1,000				1,000
d. EQUIPMENT	150,000	116,000			266,000
e. SUPPLIES	1,000				1,000
f. CONTRACTUAL	30,000				30,000
g. LOCATOR TOOLS					
h. OTHER	5,652				5,652
i. TOTAL DIRECT CHARGES					
j. INDIRECT CHARGES					
k. TOTALS	\$ 252,613	\$ 173,905	\$	\$	\$ 426,518
7. PROGRAM INCOME					

SECTION C - NON-FEDERAL RESOURCES

(a) GRANT PROGRAM	(b) APPLICANT	(c) STATE	(d) OTHER SOURCES	(e) TOTALS
8.				
9.				
10.				
11.				
12. TOTALS				

SECTION D - FORECASTED CASH NEEDS

	TOTAL FOR 1ST YEAR	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER
13. FEDERAL					
14. NON-FEDERAL					
15. TOTALS					

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) GRANT PROGRAM	FUTURE FUNDING PERIODS (in \$)			
	1. FIRST	2. SECOND	3. THIRD	4. FOURTH
16.				
17.				
18.				
19.				
20. TOTALS				

SECTION F - OTHER BUDGET INFORMATION (attach additional sheets if necessary)

21. DIRECT CHARGES:

22. INDIRECT CHARGES:

23. REMARKS:

PART IV - PROGRAM NARRATIVE (attach per instructions)

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET	
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)
1. PUBLIC LIBRARY AREAS WITHOUT SERVICES SEC. 102, LSCA	04-004	\$	\$	\$	\$
2. PUBLIC LIBRARY AREAS WITH BASIC/ADVANCED SERVICES SEC. 102, LSCA	04-004	125,000			
3. DISADVANTAGED SEC. 102, LSCA a. CULTURALLY 579 & LSCA REGS. b. SOCIOECONOMICALLY INCLUDE LIBRARY AND RURAL LOW-INCOME; 579 & LSCA REGS. c. ETHNICALLY 579 & LSCA REGS.	04-004	40,000			

SECTION B - BUDGET CATEGORIES

a. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY					TOTAL (g)
	(1) LSCA 1	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	(5)	
a. PERSONNEL	\$ 32,023					\$ 32,023
b. FRINGE BENEFITS	3,860					3,860
c. TRAVEL	6,917					6,917
d. EQUIPMENT	38,000					38,000
e. SUPPLIES	2,000					2,000
f. CONTRACTUAL	43,000					43,000
g. LIBRARY MATERIALS	26,200					26,200
h. OTHER	13,000					13,000
i. TOTAL DIRECT CHARGES						
j. INDIRECT CHARGES						
k. TOTALS	\$ 165,000					\$ 165,000
7. PROGRAM INCOME						

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
4. HANDICAPPED SEC. 103, LECA	04.004	\$ 37,000	\$	\$	\$	\$
5. INSTITUTIONALIZED SEC. 102, LECA	04.004	3,000				
6. STRENGTHENING STATE LIBRARY ADMINISTRATION AGENCY SEC. 101, LECA	04.004	90,000				
7. MAJOR URBAN RESOURCE LIBRARY SEC. 102, LECA	04.004					
8. TOTAL		\$	\$	\$	\$	\$

SECTION B - BUDGET CATEGORIES

OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY					TOTAL (5)
	(1) LECA	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL		
a. PERSONNEL	\$ 38,439					
b. FRINGE BENEFITS	7,800					
c. TRAVEL	3,000					
d. EQUIPMENT	25,000					
e. SUPPLIES	5,000					
f. CONTRACTUAL						
g. LIBRARY MATERIALS	28,000					
h. OTHER	22,761					
i. TOTAL DIRECT CHARGES						
j. INDIRECT CHARGES						
k. TOTALS	\$ 130,000					
7. PROGRAM INCOME						

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
8. STRENGTHENING METROPOLITAN PUBLIC LIBRARY SEC 102, LSCA	04.004	\$ -0-	\$	\$	\$	\$
9. LIMITED ENGLISH SPEAKING ABILITY SEC. 8, LSCA	04.004	\$ -0-	\$	\$	\$	\$
10. SERVICES TO THE ELDERLY SECS. 6 and 101	04.004	\$ *	\$	\$	\$	\$
*Eligible for funding under Projects IIID & IIIE.						
11. TOTAL		\$	\$	\$	\$	\$

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LSCA I	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$	\$	\$	\$	\$
b. FRINGE BENEFITS					
c. TRAVEL					
d. EQUIPMENT					
e. SUPPLIES					
f. CONTRACTUAL					
g. LIBRARY MATERIALS					
h. OTHER					
i. TOTAL DIRECT CHARGES					
j. INDIRECT CHARGES					
k. TOTALS	\$	\$	\$	\$	\$
7. PROGRAM INCOME	\$	\$	\$	\$	\$

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		TOTAL (d)
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	
11. COMMUNITY INFORMATION AND REFERRAL CENTERS SEC. 101(3), LSCA	84.034	\$	\$	\$	\$	\$
12. LITERACY PROGRAMS SEC. 6, LSCA	84.034	40,000				
13. Administration		37,000				
4. TOTALS		\$ 372,000	\$	\$	\$	\$

SECTION B - BUDGET CATEGORIES

OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY						TOTAL (j)
	(1)	LECA 1	(2)	STATE	(3)	LOCAL	
a. PERSONNEL	\$	24,220					\$
b. FRINGE BENEFITS		4,500					
c. TRAVEL		1,000					
d. EQUIPMENT							
e. SUPPLIES		4,000					
f. CONTRACTUAL							
g. LIBRARY MATERIALS		21,000					
h. OTHER		6,280					
i. TOTAL DIRECT CHARGES		61,000					
j. INDIRECT CHARGES		16,000					
k. TOTALS	\$	77,000	\$	\$	\$	\$	\$
7. PROGRAM INCOME							

ED FORM 821 M-94

REPLACES ED FORM 821, 8/83, WHICH IS OBSOLETE

TITLE I
FY 86 CARRYOVER

OMB NO. 1050-0520, EHP 12-84

SECTION C - NON-FEDERAL RESOURCES				
(a) GRANT PROGRAM	(b) APPLICANT	(c) STATE	(d) OTHER SOURCES	(e) TOTALS
12. TOTALS				

SECTION D - FORECASTED CASH NEEDS					
	TOTAL FOR 1ST YEAR	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER
13. FEDERAL					
14. NON-FEDERAL					
15. TOTALS					

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) GRANT PROGRAM	FUTURE FUNDING PERIODS (years)			
	(b) FIRST	(c) SECOND	(d) THIRD	(e) FOURTH
16.				
17.				
18.				
19.				
20. TOTALS				

SECTION F - OTHER BUDGET INFORMATION (attach additional sheets if necessary)

21. DIRECT CHARGES:

22. INDIRECT CHARGES: The South Carolina State Library has an approved indirect cost rate of 29.6% for the period July 1, 1985 to June 30, 1986. A new rate will be negotiated for FY 87.

23. REMARKS:

PART IV - PROGRAM NARRATIVE (attach per instructions)

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
1. PLANNING OF COOPERATIVE LIBRARY NETWORKS - SEC 302 LSCA	04.000	\$ -0-	\$	\$	\$	\$
2. PLANNING FOR STATE-WIDE RESOURCE SHARING SEC. 304, LSCA	04.035	-0-				
3. PAGE						

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY						TOTAL (h)
	(i) LECA	(j) STATE	(k) LOCAL	(l) OTHER FEDERAL	(m)	(n)	
a. PERSONNEL	\$						\$
b. FRINGE BENEFITS							
c. TRAVEL							
d. EQUIPMENT							
e. SUPPLIES							
f. CONTRACTUAL							
g. LEASER TOOLS							
h. OTHER							
i. TOTAL DIRECT CHARGES							
j. INDIRECT CHARGES							
k. TOTALS	\$	\$	\$	\$	\$	\$	\$
7. PROGRAM INCOME							

TITLE III
FY CARRYOVER
86

OMB NO 1020-0520 EXP 12-84

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
3. ESTABLISHING EXPANDING AND OPERATING LIBRARY NETWORKS - SEC. 302 LSCA	04.005	105,000				
BIBLIOGRAPHIC CONTROL						
USER SERVICES:		71,961				
(1) INTERLIBRARY LOAN						
(2) REFERENCE SERVICES						
(3) ACCESS TO COMPUTER DATA BASES						
TRAINING EDUCATION						
TOTALS		\$ 176,961		\$	\$	\$

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LSCA M	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$ 54,000				
b. FRINGE BENEFITS	10,961				
c. TRAVEL	1,000				
d. EQUIPMENT	75,000				
e. SUPPLIES	1,000				
f. CONTRACTUAL	30,000				
g. LOCATOR TOOLS					
h. OTHER	5,000				
i. TOTAL DIRECT CHARGES					
j. INDIRECT CHARGES					
k. TOTALS	\$ 176,961	\$	\$	\$	\$
7. PROGRAM INCOME					

SECTION C - NON-FEDERAL RESOURCES

(a) GRANT PROGRAM	(b) APPLICANT	(c) STATE	(d) OTHER SOURCES	(e) TOTALS
8.				
9.				
10.				
11.				
12. TOTALS				

SECTION D - FORECASTED CASH NEEDS

	TOTAL FOR 1ST YEAR	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER
13. FEDERAL					
14. NON-FEDERAL					
15. TOTALS					

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) GRANT PROGRAM	FUTURE FUNDING PERIODS (LINE 1)			
	FIRST	SECOND	THIRD	FOURTH
16.				
17.				
18.				
19.				
20. TOTALS				

SECTION F - OTHER BUDGET INFORMATION (attach additional sheets if necessary)

21. DIRECT CHARGES

22. INDIRECT CHARGES

23. REMARKS

PART IV - PROGRAM NARRATIVE (attach per instructions)

DEPARTMENT OF EDUCATION

OFFICE OF EDUCATIONAL RESEARCH AND IMPROVEMENT CENTER FOR LIBRARIES AND EDUCATION IMPROVEMENT

I. MAINTENANCE OF EFFORT (MOE)

Please keep in mind that the level of State expenditures must be maintained (LSCA Sec. 7(a)(2)), and local funds may not be used to offset a reduction in State funds (LSCA Sec. 7(a)(1)(B)).

Fiscal Year 4,799,213 Estimates

Title I:

- A. Enter the total of State and local expenditures under the LSCA program in each column: (34 CFR 770.20(a)(1)(i), (ii), and (2)).

	Actual Expenditures		Estimated	
	2nd Preceding FY		Current FY	
1. State expenditures	3,897,164	a. \$	4,975,170	b. \$
2. Local expenditures	(14,316,514)	a. \$	(17,490,578)	b. \$
3. TOTAL	18,213,678	a. \$	22,465,748	b. \$

Expenditures for services to the institutionalized and the handicapped can come from Federal, State or local sources, or any combination of these. The breakdown of these totals must be supplied in the project narratives. Program narrative instructions are found in Part IV of this package.

- B. Enter the total expenditures from all sources for State Institutional and Physically Handicapped Services (34 CFR 770.14(c)).

1. Institutional Services	a. \$432,766	b. \$432,766
2. Services to Physically Handicapped	a. \$214,357	b. \$349,595

N. MAJOR URBAN RESOURCE LIBRARIES (MURL'S) FISCAL REQUIREMENT, if applicable, (34 CFR 770.14(d)).

This portion of the form is completed only when the appropriation for Title I exceeds \$60 million.

Preceding
FY

- A. Total LSCA amount expended

\$ N/A

- B. Total LSCA amount to be reserved

\$

Attach to the program narrative for the project a list of the MURL recipients, the amount paid to each MURL in FY 1984 and the amount reserved for each in FY 1985. A State may not reduce the amount paid to a MURL below the amount that MURL received in the preceding year. (LSCA Sec. 103(5)).

III. Administration (Pub. L. 98-480, Sec. 8)

	Amount
1. LSCA Title I	\$ 37,000
2. LSCA Title II	

In addition to meeting the requirements of Public Law 98-480, the Annual Program serves as a basic statement summarizing the objectives, policies, and programs undertaken for the improvement of library service, particularly those assisted by the Library Services and Construction Act, and provides a guide for libraries wishing to participate in the LSCA program. It also serves as a state planning document.

FISCAL YEAR 1985-86
SOUTH CAROLINA STATE LIBRARY
Library Services and Construction Act

<u>Project</u>	<u>Budget</u>	<u>Estimated Expenditures in FY 86</u>	<u>Estimated Carry-over for FY 87</u>
1986 FUNDS			
TITLE I - LIBRARY SERVICES:			
PROJECT I-A. General Administration	\$ 37,000	\$ -0-	\$ 37,000
PROJECT I-B. Library Interpretation	20,000	-0-	20,000
PROJECT II-A. General Operations	39,327	19,327	20,000
PROJECT II-B. Strengthening State Agency	125,000	75,000	50,000
PROJECT III-A. Field Services	22,000	-0-	22,000
PROJECT III-B. Career Education: Workshops	15,000	10,000	5,000
PROJECT III-D. Service to Disadvantaged	100,000	60,000	40,000
PROJECT III-E. Library Development	335,914	325,914	10,000
PROJECT III-F. Service to Children	3,000	-0-	3,000
PROJECT III-G. Film Program	60,000	50,000	10,000
PROJECT III-H. Public Library Automation and Technology	100,000	25,000	75,000
PROJECT III-I. Literacy	100,000	60,000	40,000
PROJECT IV. Blind and Physically Handicapped	60,000	23,000	37,000
PROJECT V. Institutional Services	<u>45,000</u>	<u>42,000</u>	<u>3,000</u>
TOTAL TITLE I	<u>\$1,062,241</u>	<u>\$690,241</u>	<u>\$372,000</u>
TITLE III - INTERLIBRARY COOPERATION:			
PROJECT I. Interlibrary Network	<u>\$ 252,613</u>	<u>\$ 75,652</u>	<u>\$176,961</u>
TOTAL TITLE III	<u>\$ 252,613</u>	<u>\$ 75,652</u>	<u>\$176,961</u>
TOTAL ALL TITLES (1986 Funds)	<u><u>\$1,314,854</u></u>	<u><u>\$765,893</u></u>	<u><u>\$548,961</u></u>

South Carolina State Library
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Fiscal Year 1986
Title I
Project IA. General Administration

SECTION C. DESCRIPTION OF PROJECT

The purpose of the project is to administer the Library Services and Construction Act in South Carolina efficiently, economically, and effectively in order to fulfill the goals and objectives of the long-range and annual programs. As the chief instrument for the planning and implementation of the total LSCA program, the General Administration project is directed toward the realization of the basic continuing goal of the program which "is to assure that comprehensive library services and resources are provided for the people of South Carolina and that every individual has adequate and timely access to library and information resources."

The project provides for the statewide planning and evaluation of library services and for administrative activities required for compliance with the provisions of the Library Services and Construction Act, Regulations, and EDGAR. Major activities include, but are not limited to:

1. preparation and publication of:
 - a. the Basic State Plan
 - b. the long-range State Program for Library Development
 - c. the Annual Program
2. evaluating, monitoring, and reporting of LSCA programs
3. activities of the LSCA Advisory Council
4. management of budget and records
5. dissemination of information concerning LSCA programs
6. staff participation in LSCA training programs convened by the Department of Education
7. negotiation of indirect cost rate
8. requirements of Single Audit Act

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Project IA. General Administration

State funds will cover most staff costs, including salaries of professional and secretarial personnel attributable to the activities of the project. LSCA will be used to cover costs of equipment, supplies, printing, travel, communication, and contractual services attributable to the project, as well as the salary of one assistant bookkeeper, who is primarily responsible for bookkeeping and records involved in the LSCA program. Administrative costs for the implementation of Title II will be charged to this project. Indirect costs claimed by the State are also attributable to General Administration.

Estimated expenditures for FY 86 include:

1. Salaries and Wages (State funds) \$46,843

<u>Position</u>	<u>% of Time</u>	<u>Amount</u>
Director	15	\$ 6,319
Deputy Director for Development	40	14,829
Business Manager	33-1/3	10,259
Clerk/Typist	100*	15,436

*1/3 of time of three FTE's

2. Salaries and Wages (Federal funds) \$18,720

Bookkeeper	100	18,720
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3. Travel (Federal funds) 1,000

Staff (if needed for consultation with U.S. Department of Education)	500
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Advisory Council	500
------------------	-----

4. Indirect costs (Federal funds) 16,000

5. Other (supplies, printing, postage, communications, etc.)
(Federal funds) 1,280

Total \$83,843

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Title I
Project IA. General Administration

The source of funding for the project in FY 86 will be:

<u>Federal</u>	<u>State</u>	<u>Total</u>
\$37,000*	\$46,843	\$119,843
36,000 (FY 85 C-0)		
<u>\$73,000</u>		

*\$37,000(est.) of this amount will be carried forward for use in FY 87.

Activities of the General Administration Project will be monitored continuously by the Deputy Director for Library Development and/or Business Manager, assisted when needed by individual program supervisors. Monthly reports will be made on activities and expenditures. Quarterly reviews will evaluate activities and progress in implementation.

The success of the project will be measured by:

1. approval by the State Library Board and LSCA Advisory Council of long-range plan and annual program
2. approval by Governor's Office (Grant Services) and the Joint Appropriations Review Committee of long-range plan and annual program
3. acceptance of the Basic State Plan, State Plan for Library Development, Annual Program, and annual reports by the LSCA Administrative Librarian
4. the extent to which LSCA funds are allocated, obligated, and expended for approved purposes within the established time frame
5. the successful implementation of individual projects set up under the Annual Program
6. the replacement of federal funds with local funds in projects established by LSCA grants
7. the replacement of federal funds with state funds where appropriate

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Title I
Project IB. Library Interpretation

SECTION C. DESCRIPTION OF PROJECT

I. Objectives

The purpose of the Library Interpretation Project is to disseminate information concerning library service to the government and the public and to promote a climate of public opinion favorable to library development. It attempts to increase public understanding of library programs and awareness of services provided, thus building up the use of the library by individuals and groups in the community. This project strengthens the State Library in order to meet the library needs of the inadequately served and unserved.

The project has eight objectives:

1. To encourage greater use of the State Library's facilities and resources by state government personnel.*
2. To more fully inform the general public about existing public and state institutional library services, to encourage greater use of these library services by more and more people.
3. To promote a climate of public opinion and awareness favorable to library development, expansion, and improvement.
4. To reach the non-library user plus specific groups such as visually and physically handicapped, urban and rural disadvantaged, the illiterate, the elderly, and non-English speaking peoples with information about available library service.
5. To support programs of other state agencies and other groups which will strengthen "the reading and learning experience" and offer the state's citizens continuing educational, occupational, and informational opportunities through library resources.
6. To support a program of interlibrary cooperation which will assure a more efficient utilization of all library resources in the state, to increase awareness of the necessity of resource sharing, and to promote support for the South Carolina Library Network.
7. To create awareness in and offer guidance toward sound county-level, public relations programs for librarians, their staffs, their board members and "Friends" groups.

*No state or federal funds proposed for this project will be expended for this purpose.

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Fiscal Year 1986
Title I
Project IB. Library Interpretation

8. To support and publicize State and federal grant programs and special projects administered by the State Library.

II. Relationship to Long-Range Program

The project supports Objective 1 of Goal I of the Long-Range Program:

"To enhance the administrative, planning, and support capabilities required for statewide library development."

III. What the Project Expects to Accomplish

The Library Interpretation Project is aimed at strengthening the State Library and the public and institutional libraries of South Carolina. It supports state, local, and LSCA programs. It is hoped through increasing the understanding of the role of the library in the life of today to make the library and its services an integral part of every community activity whether it be professional, business, educational, or recreational.

IV. Needs Assessment

In a population of three million, only about 35% of South Carolinians are regular library users. Many non-users are unaware either of library services generally or of potential benefits for them personally. At the same time, financial support for all South Carolina libraries is low. Limited resources do not permit them to reach out to all the unserved or to adequately serve present users. Both the public and officials responsible for funding need to be informed about the value of library services.

V. Who Is To Be Served

The entire population of the state will benefit to the degree that the project assists in the development of adequate library services to meet the needs of the people. By making state legislators and local officials aware of the educational, occupational, informational, and recreational value of libraries, a better level of support may be obtained. By making more people aware of library services, a greater proportion of the public is likely to avail themselves of those services, and thereby support them.

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Title I
Project IB. Library Interpretation

VI. Activities To Be Used To Meet Objectives and Needs

The State Library employs a part-time public information specialist to coordinate the Library Interpretation Project, providing a focus for public awareness activities. Publicity is developed for all major State Library programs, for each ISCA project, and for appropriate public and institutional library activities. Specific activities will include: (1) news releases, (2) feature articles, (3) broadcast announcements, (4) interviews, (5) folders, brochures, and booklists, (6) exhibits, signs, posters, displays, and presentations, and (7) special printed materials. All appropriate media will be utilized, including (1) newspapers, (2) radio, (3) television, (4) professional and corporate house organ publications, (5) national and regional media, and (6) statewide and regional meetings. No statistical projections can be made on the amount of publicity, which will be determined by the number and type of activities funded. One major publicity project is planned to promote public libraries in FY 86. State Library services will be promoted over the South Carolina Educational Radio Network.

VII. When and Where Project Will Be Implemented

The Library Interpretation Project will be implemented in FY 86 at the South Carolina State Library.

VIII. Key Libraries and Other Libraries Involved

The South Carolina State Library and all public and institutional libraries in South Carolina.

IX. Estimated Cost of and Sources of Funding

The project is funded primarily from Federal Appropriations.

<u>Federal</u>	<u>State</u>	<u>Total</u>
\$20,000*	-0-	\$40,000
20,000 (FY 85 C-0)		
<u>\$40,000</u>		

*20,000 (est.) of this amount may be carried forward for use in FY 87.

X. Method of Administering Project

The Library Interpretation Project is administered by the State Library under supervision of the Deputy Director for Library Development.

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Fiscal Year 1986
Title I
Project IB. Library Interpretation

XI. Method of Evaluation

There is no clear-cut cause/effect relationship between the amount of publicity library services receive and the number of people holding a library card or otherwise using public libraries. What can be measured is the number of releases prepared, number of times media use these releases, number of interviews given, etc. It is not possible to measure the attitude of the public vis-a-vis such publicity. In an effort to strengthen libraries the State Library will endeavor to promote library services as vigorously as possible. This project will be monitored throughout the year and evaluated by the State Library staff in terms of the extent to which the objectives have been carried out and the degree to which state and LSCA programs have been supported by the project.

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Fiscal Year 1986
Title I
Project IIA. General Operations

SECTION C. DESCRIPTION OF PROJECT

I. Objectives

The purpose of this project is to provide for the on-going operations of the State Library. This project strengthens the State Library in order to meet the library needs of the inadequately served and the unserved. Specific objectives are:

- A. To administer the State program, with a State budget for matching purposes of some \$4,799,213, including:
 - 1. Statewide planning and development
 - 2. Services to State government*
 - 3. Services to public libraries
 - 4. Services to state institutions
 - 5. Services to the blind and physically handicapped
- B. To provide the personnel, space, and supporting services required to implement the Federal program.
- C. To fulfill State regulations governing personnel administration, fiscal management including budgeting, accounting, reporting, auditing and procurement.

II. Relationship to Long Range Program

The General Operations Project supports Goal I:

"To strengthen the State Library Agency for the purpose of providing library leadership and services."

III. What the Project Expects to Accomplish

The General Operations Project will provide the personnel including administrative, reader services, technical services, and field services, equipment, space, supplies, maintenance, and supporting services required

*No state or federal funds proposed for this project will be expended for this purpose.

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Fiscal Year 1986
Title I
Project IIA. General Operations

to carry out all functions of the State Library under both State and Federal programs. It makes possible a statewide program of library development and cooperation and thus contributes to improved library services for all South Carolinians.

IV. Needs Assessment

The total library resources of South Carolina fall short of both State and national standards of adequacy, and no individual library system has achieved the minimum goals for library service set forth in The South Carolina Program for Library Development. Without the leadership, service, and financial assistance provided by the State Library, the quality of library service for all South Carolinians would be significantly lower and services for special groups - the disadvantaged, the institutionalized, the blind and physically handicapped, the elderly - would be reduced to minimum levels.

V. Who Is To Be Served

Potentially, the entire population of the State will benefit by having a strong, efficiently operated State Library which serves as the central resource for information, materials, and services. Realistically, the 35% of the population who actively use public libraries in South Carolina will be the actual beneficiaries of this project.

VI. Activities To Be Used To Meet Objectives and Needs

Activities will include, but not be limited to:

- A. Fiscal operations - budgeting, accounting, reporting, auditing
- B. Personnel administration - recruiting, orienting, training, supervising, evaluating
- C. Maintenance and operation of buildings and equipment
- D. Administration of State and Federal programs
 - 1. Technical Processes (See Title I, Project IIB)
 - 2. Reference and Interlibrary Loan (See Title III Program)
 - 3. Field Services (See Title I, Projects IIIA, IIIB, IIID, IIIE, IIIF, IIIG, IIIH, and III-I)
 - 4. Institutional Services (See Title I, Project V)

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Project IIA. General Operations

5. Blind and Physically Handicapped (See Title I, Project IV)
 6. Interlibrary Cooperation (See Title III Program)
 7. Public Library Construction (see Title II Program)
- E. In FY 86 the State Library will evaluate its services against Standards for Library Functions at the State Level, Third Edition.

VII. When and Where Project Will Be Implemented

The General Operations Project will be implemented in FY 86 in the headquarters of the South Carolina State Library.

VIII. Key Libraries and Other Libraries Involved

South Carolina State Library

IX. Estimated Cost of and Sources of Funding

The project will be funded primarily by State appropriations which cover personnel, housing, maintenance, and the majority of all other operating costs.

Federal funds may be used to cover a pro-rated share of travel, communications, equipment, supplies, contractual services, and miscellaneous expenses directly attributable to the implementation and supervision of Library Services and Construction Act programs at the state and/or local levels.

Because State expenditures also cover the cost of services to State government, the amounts expended for this purpose are deducted from the total State appropriation to determine the amount of State money used to match LSCA funds.

Funds budgeted for FY 86:

<u>Federal</u>	<u>State</u>	<u>Total</u>
\$39,327*	\$746,897**	\$822,650
36,426 (FY 85 C-0)		
<u>\$75,753</u>		

*\$20,000 (est.) of this amount will be carried forward for use in FY 87.

**Does not include cost of service to State Government: \$139,788

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Project IIA. General Operations

X. Method of Administering Project

The General Operations Project will be administered by the State Library under the supervision of the Deputy Director for Library Development and the Business Manager.

XI. Method of Evaluation

The operations of the State Library are monitored continuously by the Director, Deputy Director for Development, and Business Manager. All professional staff members make monthly reports on activities. Regular reviews by department heads, made quarterly or more often if needed, measure progress and evaluate activities. Monthly reports are made to the Library Board by the Director, and the Advisory Council meets quarterly to receive progress reports.

The success of the General Operations Project is directly reflected by the success or failure of the individual programs conducted by the State Library, the cooperation of South Carolina libraries, and public response to library programs.

This activity covers state salaries of staff performing duties under other ISCA projects. Their performance will be evaluated under those projects.

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Title I
Project IIB. Strengthening the State
Library Agency

SECTION C. DESCRIPTION OF PROJECT

I. Objectives

1. To strengthen the resources of the State Library.
2. To supplement and reenforce the resources of libraries throughout the state.
3. To enhance public library access to the South Carolina Library Network.

II. Relationship to Long Range Program

The Strengthening the State Library Agency project supports Goal I of the Long-Range Program:

"To strengthen the State Library agency for the purpose of providing statewide library leadership and services",

specifically Objective 2:

"To provide a comprehensive collection of materials necessary to meet the Library's responsibilities as the central information resource for libraries of the state, as well as State government."

III. What the Project Expects to Accomplish

This project attempts to develop the State Library's collection of books and materials to the point that it can adequately serve as a resource center for all libraries in the state. It also may provide support for public libraries to access the South Carolina Library Network.

IV. Needs Assessment

South Carolina's public libraries own only 1.42 books per capita based on the 1980 census, down from the 1.6 on the 1970 census. Institutional libraries, though having higher per capita holdings, have small collections limited in depth and breadth of holdings. No South Carolina library has adequate resources to serve all the needs of its patrons, none can afford to acquire all the resources needed, and to do so would be uneconomical in any case. The State Library's collection will play a vital role in the South Carolina Library Network (see Title III).

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Title I
Project IIB. Strengthening the State
Library Agency

V. Who Is To Be Served

Potentially, the entire population of the state may be served by the project since the resources it provides are made available to the patrons of all South Carolina libraries by means of the Interlibrary Loan Network. Realistically the 35% of the population who actively use libraries in South Carolina will be the actual beneficiaries of this project.

VI. Activities To Be Used To Meet Objectives and Needs

Activities will include, but not be limited to, the following:

1. Select, acquire, process and catalog 8,000 books, 22,500 State and Federal documents, 2,000 periodical subscriptions, 500 reels of microfilm, 20,000 microfiche, plus filmstrips, maps, cassettes, records, and miscellaneous materials.
2. Maintain a collection of 188,000 books, 201,000 documents, 320,000 microfiche, plus periodicals, microfilm, etc.
3. Maintain the central catalog of all State Library holdings.
4. Evaluate technical services procedures in preparation for closing the card catalog after the on-line public access catalog is up and running.
5. Provide funds to enhance public library access to the South Carolina Library Network.

VII. When and Where Project Will Be Implemented

The project will be implemented in FY 86 at the South Carolina State Library.

VIII. Key Libraries and Other Libraries Involved

The South Carolina State Library

All libraries of South Carolina

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Project IIB. Strengthening the State
Library Agency

IX. Estimated Cost of and Sources of Funding

This project provides for the purchase of books, periodicals, micro-film and other library materials acquired by the State Library, plus the cost of cards, supplies, and equipment (but excluding personnel) used in processing these materials. A pro-rata share of SOLINET's cataloging charges may also be covered by project funds. Costs of providing access to the South Carolina Library Network for public libraries may also be charged to this project.

Funds budgeted for FY 86:

<u>Federal</u>	<u>State</u>	<u>Total</u>
\$125,000*	\$171,000	\$429,722
133,722 (FY 85 C-O)		
<u>\$258,722</u>		

*\$50,000 (est.) of this amount will be carried forward into FY 87.

X. Method of Administering Project

The project will be administered by the State Library staff under the supervision of the Director of Technical Services, assisted by the Director of Reader Services and the Interlibrary Loan Librarian.

XI. Method of Evaluation

The project will be monitored daily by the Director of Technical Services, with monthly progress reports on orders, acquisitions, and expenditures. The success of the project will be measured by the percentage of the budgeted funds that are expended for the purpose allocated within the fiscal year and by the number of items made available to the public as projected in item VI. The value of the project is demonstrated by the use made of the Interlibrary Loan collection (see Title III Program).

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Title I
Project IIIA. Field Services

SECTION C. DESCRIPTION OF PROJECT

I. Objectives

The purpose of this project is to extend and improve public library service throughout the State and to implement the State Plan at the local level. Specific objectives of the project are:

- A. To improve existing library service in all counties and regions by means of advice and assistance to public librarians and library boards.
- B. To encourage public libraries to work toward state and national standards for good library service by adopting efficient practices and procedures of organization and administration.
- C. To plan and develop improved public library services in areas having inadequate service through special projects such as pilot or demonstration projects.
- D. To promote the consolidation of inadequate library systems into larger units of service.
- E. To create an understanding of public library service and its objectives by educating trustees, local government officials, and citizens as to what good library service is and to encourage active support and promotion of libraries by trustees, Friends of the Library organizations, and other groups.
- F. To provide information concerning the work and objectives of the South Carolina State Library.
- G. To obtain strong public support for South Carolina's program of library service on a local and statewide basis in order to secure increased financial support from local and state sources.
- H. To promote implementation of the State Program for Library Development (long-range plan).

II. Relationship to Long Range Program

The Field Services Project supports Goal II of the Long-Range Program:

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Project IIIA. Field Services

"To expand and improve public library services throughout the State, providing access for every resident, so as to further the educational, vocational, economic, and cultural enrichment of all citizens"; and

Objective 3 of Goal I:

"To provide consultant services for public, institutional, and other libraries of South Carolina."

III. What the Project Expects to Accomplish

The Field Services Project will:

- A. Provide professional advice and assistance to the public libraries of South Carolina -- advice and assistance necessary for the improvement of public library service throughout the state.
- B. Provide direction and supervision at the local level of State and Federally funded library projects.

IV. Needs Assessment

Although great strides have been made in recent years, South Carolina still falls short of both State and national standards for adequacy of library resources, personnel, service programs, and support. No individual library system has achieved the minimum goals for library service set forth in the South Carolina Program for Library Development. The Field Services Project, carried out by a team of public library consultants, is needed as an incentive or catalyst for improvement and/or development in areas of weakness. The staff of field consultants can serve in many ways as effective agents in making librarians more aware of the library needs of the state and ways to meet these needs: (a) by providing the necessary direction and evaluation of State and federal projects carried out at the local level; (b) by advising and guiding on a one-to-one basis, in meetings, and through statewide workshops; (c) by constantly exploring solutions to local problems with library staffs and boards; and (d) by providing ideas and information on such diverse topics as construction, staff development, and budget presentations. Availability at all times of a staff of trained librarians for consultation can give the statewide library program a certain cohesiveness, continuity, and stability which it might not otherwise have. The state and federal aid administered by this project are a significant factor in remedying deficiencies of service largely attributable to limited local financial support at a time when the cost of materials and salaries continues to increase.

V. Who Is To Be Served

Potentially, the entire population of the state will benefit from the consultant work which the Field Staff will do with the public librarians, trustees, local government officials, and citizens to improve or develop county and regional library service throughout the state. Realistically, the 35% of the population who actively use public libraries in South Carolina will be the main beneficiaries of this project.

VI. Activities To Be Used To Meet Objectives and Needs

A. Advising and assisting the public library systems of South Carolina in overcoming local problems.

1. Work with professional librarians: Act as liaison between the State Library and librarians; interpret the objectives and programs of the State Library; and maintain good public relations. Field Staff members will visit each library at least four times a year. Total visits will be approximately 250. They will also maintain contact with the Association of Public Library Administrators, attending their quarterly meetings and serving as State Library liaison to their committees.
2. Work with inexperienced and untrained librarians: Provide in-service training and close supervision; explain the programs and objectives of the State Library; assist with preparation of the budget; assist in the planning and, if necessary, supervise major tasks, such as weeding, reclassifying, etc.; encourage librarians to publicize services of the library and to devote more effort to public relations. In FY 86 it is anticipated that there will be seven new administrators.
3. Work with library boards: Represent the State Library at local board meetings; support budget requests; explain State Aid requirements, special contracts and agreements and State Library projects; assist in developing plans for improved library services; encourage cooperation with neighboring library systems where appropriate; provide in-service training using trustee handbook. General consultants will attend at least one board meeting in each of the 39 library systems during the year as mandated by State Aid regulations. The Director and Deputy Director for Library Development will also attend board meetings.

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Title I
Project IIIA. Field Services

4. Work with the public: Meet with local organizations to provide information concerning public library service and its development through talks, exhibits, and distribution of publicity materials; talk with community leaders and key individuals about library service; interpret state and local library programs to patrons, support the organization and activities of Friends of Libraries groups.
- B. Studying the State Aid program in order to develop a formula for an expanded State Aid program considering variables in addition to per capita. This will be done in-house with the cooperation of APLA. Any changes will be ready for the FY 88 state budget proposal.
- C. Planning, monitoring, and evaluating LSCA Title I Projects involving grants estimated at \$635,914.
- D. Assisting in the administration of per capita State Aid totaling \$3,121,820 to county and regional libraries.
- E. Compiling and publishing public library statistical reports with rankings, comparisons, and other information needed for planning purposes.
- F. Administering "mini grants" whereby small items of equipment or material are provided to all public libraries (and sometimes institutional libraries) when it is more economical and efficient to handle orders, distribution, and payment from the State Library or by which libraries may be assisted in initiating new and innovative programming.
- G. Assisting the South Carolina Library Association and other professional organizations by encouraging trustees, librarians, and staff members to join associations and by stressing attendance at meetings and participation in activities of the associations.*
- H. Employing an Administrative Specialist to provide clerical support to the Field Services staff.
- I. Providing support services such as travel, printing, supplies, etc.

VII. When and Where Project Will Be Implemented

The project will be implemented in FY 86 in the 39 county and regional library systems of the state listed under VIII.

*No state or federal funds proposed for this project will be expended for this purpose.

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VIII. Key Libraries and Other Libraries Involved

The key libraries involved in the project will be the South Carolina State Library and the following county and regional library systems:

Abbeville-Greenwood Regional Library
Aiken-Bamberg-Barnwell-Edgefield Regional Library
Allendale-Hampton-Jasper Regional Library
Anderson County Library
Beaufort County Library
Berkeley County Library
Calhoun County Public Library
Charleston County Library
Cherokee County Public Library
Chester County Library
Chesterfield County Library
Clarendon County Library
Colleton County Memorial Library
Darlington County Library
Dillon County Library
Dorchester County Library
Fairfield County Library
Florence County Library
Georgetown County Memorial Library
Greenville County Library
Horry County Memorial Library
Kershaw County Library
Lancaster County Library
Laurens County Library
Lee County Public Library
Lexington County Circulating Library
McCormick County Library
Marion County Library
Marlboro County Public Library
Newberry-Saluda Regional Library
Oconee County Library
Orangeburg County Free Library
Pickens County Library
Richland County Public Library
Spartanburg County Library
Sumter County Library
Union County Carnegie Library
Williamsburg County Library
York County Library

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IX. Estimated Cost of and Sources of Funding

Funds budgeted for FY 85:

<u>Federal*</u>	<u>State</u>	<u>Local</u>	<u>Total</u>
\$22,000*	\$3,248,842	\$16,590,578	\$19,886,233
24,813 (FY 85 C-0)			
\$46,813			

*\$22,000 (est.) of this amount may be carried forward for use in FY 87.

X. Method of Administering Project

The project is administered by the Director of Field Services, assisted by the Field Staff. State grants-in-aid are paid to counties upon submission of budget proposals and supporting documents.

XI. Method of Evaluation

The Field Service Librarians, who will be responsible for implementing this project, will report to the Director of Field Services on all activities in their assigned counties by means of (1) written field reports (2) monthly reports, (3) staff meetings and (4) annual LSCA project reports -- and by special conferences as needed. On-site observation of projects will be made by Field Service Librarians as they make field trips to their assigned counties during the year and/or by project director.

To a large extent, the success of the project will be determined by how successful local libraries are in achieving the goals and objectives spelled out in Standards for South Carolina Public Libraries, revised in 1981. Particular interest will center on activities listed in VI above.

To determine what degree of progress has been made toward reaching these Standards, the following areas will be examined closely.

1. Local Library Support
2. Materials
3. Personnel
4. Physical Facilities
5. Organization

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Project IIIA. Field Services

The following will be used to demonstrate the overall success or failure of the project:

- Number of field trips made by Field Staff during the year.
- Number of library systems served.
- Number of local library board meetings attended.
- Number of new administrators provided orientation.
- Number of LSCA projects supervised and total amount of those Federal library projects.
- Number of LSCA projects continued with local support.
- Total amount of local library budgets.
- Total amount of State Grants-in-Aid administered to county and regional library systems.
- Number of times the Field Staff represented the State Library at local, State, and national conferences, conventions, workshops, professional associations, building dedications, civic organizations, and other State and local agencies.
- Number of instances in which the Field Staff provided recruiting, placement, and training services for public libraries.
- Publication of public library statistical summary.

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Title I
Project IIIB. Career Education:
Workshops

SECTION C. DESCRIPTION OF PROJECT

I. Objectives

1. To improve library service through training of public and institutional library personnel at all levels and to provide for better informed public library trustees.
2. To provide for State Library sponsored workshops to meet specific needs.
3. To support a comprehensive continuing education program for South Carolina library personnel through cooperation with the USC College of Library and Information Science, the South Carolina Library Association, and other professional groups.

II. Relationship to Long Range Program

The Career Education Project supports Objective 4 of Goal I of the Long-Range Program:

"To centralize at the State level programs and functions which cannot be handled economically or effectively by individual libraries", and

Objective 3 of Goal IV:

"To provide continuing education opportunities."

III. What the Project Expects to Accomplish

This project will provide opportunities for continuing education through scholarship grants to attend academic courses in librarianship for non-professional personnel and for workshops, travel grants, and in-service training for professional and non-professional personnel as well as public library trustees.

IV. Needs Assessment

The nationwide emphasis on continuing education for all professions demonstrates the need to provide continuing education opportunities for professional library personnel at all levels. Two of South Carolina's thirty-nine county and regional library systems are administered by non-professional personnel who are in need of up-grading their library skills to meet requirements for pre-professional certification. All

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Project IIIB. Career Education:
Workshops

library systems include non-professional staff who will benefit both from academic courses in library science and from workshops designed to meet specific needs. The use of new technologies will create continuing education needs at all levels. Well informed trustees are essential to the planning, development, and maintenance of sound library systems.

V. Who Is To Be Served

All public and institutional library personnel will be eligible under the project so that the total population will benefit. Public library trustees will also benefit.

VI. Activities To Be Used To Meet Objectives and Needs

Activities will include the following:

1. Notification of continuation of scholarships will be published annually in News for South Carolina Libraries.
2. Information on conferences and seminars will be distributed to professional personnel. They may apply for assistance to attend conferences or workshops in areas related to purposes of LSCA which would be of benefit to them and their library systems.
3. Grants will be offered library staff members and trustees for courses, workshops, conferences, and other learning opportunities in areas related to purposes of LSCA. Non-professional personnel may receive grants for workshops, under-graduate academic courses in librarianship, or up to six hours of graduate credit in library science if the courses support job assignments. For professional librarians and trustees, grants may be awarded for any continuing education activity which will contribute to improved job performance. Grants do not encompass advanced degree programs.
4. The State Library will sponsor a workshop in Spring 1986 on collection development for public libraries.
5. The State Library will cooperate with the USC College of Library and Information Science and professional organizations in planning, implementing, and/or financing continuing education programs of general interest to public and institutional librarians and library trustees.

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Project IIIB. Career Education:
Workshops

VII. When and Where Project Will Be Implemented

The Career Education: Workshops Project will be implemented in FY 86 by the State Library Field Staff throughout the state.

VIII. Key Libraries and Other Libraries Involved

The South Carolina State Library and all public and institutional libraries in the state.

IX. Estimated Cost of and Sources of Funding

ISCA Title I funds will be used to cover the cost of all scholarship grants, workshops, and/or travel and conference grants as well as any workshops conducted by the State Library. Unless training is at the suggestion of the State Library, grants will not exceed \$500.

FY 86 funds budgeted:

<u>Federal</u>	<u>State</u>	<u>Total</u>
\$15,000*	-0-	\$23,435
8,435 (FY 85 C-0)		
\$23,435		

*\$5,000 (est.) of this amount will be carried forward for use in FY 87.

X. Method of Administering Project

The project will be administered by the South Carolina State Library and supervised by the State Library Field Staff.

XI. Method of Evaluation

The project will be monitored by the Field Staff. Libraries which employ individuals receiving grants must meet all requirements for State or Federal Aid. All grant recipients will submit a written evaluation report on the information acquired to the State Library, which may request an oral report be given to the Association of Public Library Administrators and/or other appropriate professional groups. The project will also be evaluated on:

- (1) The successful allocation, obligation, and expenditure of ISCA funds approved for the project in FY 86;

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Workshops

- (2) The successful implementation of the scholarship grant and workshop and/or travel grant program;
- (3) The successful implementation of the Spring 1986 collection development workshop sponsored by the State Library;
- (4) The subsequent improvement in library service as measured by administrators' assessment of staff performance or by general observation.
- (5) The number of people receiving continuing education under this project.
- (6) The number of continuing education opportunities made available under this project.

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Title I
Project IIID. Service to the
Disadvantaged

SECTION C. DESCRIPTION OF PROJECT

I. Objectives

The purpose of this project is to extend and improve library service to the disadvantaged segment of the population not heretofore reached, or previously given very limited service. Specific objectives are:

- A. To plan, develop, maintain or expand programs of service for the disadvantaged with emphasis upon innovative outreach activities.
- B. To provide competent personnel having the special training and personal qualifications needed for outreach work by recruitment, salary supplements, and training programs.
- C. To promote mutual cooperation between libraries and other State and local agencies serving the disadvantaged.
- D. To assist new or weak county library systems to develop minimum levels of service and financial support prerequisite for outreach services.
- E. To provide adequate access to library service for the disadvantaged in rural and other isolated areas by strengthening and expanding library extension programs.
- F. To provide assistance to counties which have experienced unusually high population growth and other demographic changes which make it difficult to provide adequate library service.

II. Relationship to Long Range Program

The Service to the Disadvantaged Project supports Objective 3 of Goal II of the Long-Range Program:

"To extend public library service to special constituencies, including the disadvantaged, the elderly, the illiterate, and the unserved persons of limited English-speaking ability."

III. What the Project Expects to Accomplish

The Service to the Disadvantaged Project will:

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Project IIID. Service to the
Disadvantaged

- A. Extend library service to that segment of the urban and rural population which because of economic, cultural, social, and educational handicaps are not users of the public library.
- B. Encourage counties experiencing large population growth to increase funding by demonstrating service needs to funding authorities which will also allow them to develop minimum levels of service.
- C. Make public library trustees and staff aware of the service needs of the disadvantaged population.
- D. Make service to the disadvantaged an integral part of public library service.

IV. Needs Assessment

It has been demonstrated that the geographically isolated, the educationally and culturally deprived, and the financially disadvantaged do not make full use of library service.

- A. Sixteen counties in South Carolina have over 20% of persons with incomes below poverty levels. Nine of these counties have over 25% poverty level population.
- B. There are 499,574 people in South Carolina with incomes below poverty level. (Over 16% of population below poverty level.)
- C. 35% of the people 25 years and older in South Carolina have less than one year of high school.
- D. The South Carolina Employment Security Commission estimates that unemployment for August 1985 was 6.6% or 104,400 jobless individuals. This compares with the national average of 7%.
- E. 25.7% of the adults over 25 years old are functionally illiterate (less than eighth grade education).
- F. Since only about 35% of all South Carolinians are regular users of public libraries, an even lower percentage of disadvantaged persons may be assumed to be library patrons. It is estimated that less than 10% of the disadvantaged are library patrons.
- G. Twelve counties have had population increases greater than 20% according to the 1980 census.

V. Who Is To Be Served

Persons who have educational, socioeconomic, cultural, or other disadvantages that prevent them from receiving the benefits of library services designed for persons without such disadvantages and who for that reason require specially designed library services will be served through grants made to libraries in areas serving a high percentage of disadvantaged population. Persons who live in counties who cannot meet library needs due to large population increase.

VI. Activities To Be Used To Meet Objectives and Needs

Activities will include:

- A. Planning, funding, and monitoring 4 on-going projects conducted by libraries in areas serving a high percentage of disadvantaged population.

These projects will include but not be limited to the following activities.

Programs for special groups within the disadvantaged population, such as children, the aged, the incarcerated, the illiterate, and those residing in nursing homes, will be conducted in at least five library systems. Institutions receiving such service are locally supported.

Over the past several years ten library systems received grants to purchase bookmobiles. In FY 85 these and other libraries will work towards upgrading bookmobile service, one of the prime means of delivering library service to South Carolina's disadvantaged population.

- B. Planning, gaining support for, and implementing at least one new project to assist a weak county library system to develop minimum level of service and financial support prerequisite for outreach services.
- C. Planning, gaining support for, and implementing at least six new projects in the areas of literacy, children's services, and services to the rural disadvantaged.
- D. Meetings and conferences with library boards, administrators, and staff to explain needs, plan programs, and monitor activities in service to the disadvantaged.
- E. Conferences with representatives of other state and local agencies serving the disadvantaged, to exchange information and coordinate activities.

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Disadvantaged

F. Collecting and disseminating pertinent information from state and national programs and organizations.

VII. When and Where Project Will Be Implemented

Counties meeting the following criteria will be eligible to receive grants during FY 86 for projects targeted at their disadvantaged population:

1. Counties with over 25% disadvantaged population.
2. Counties with over 20,000 disadvantaged but under 25% disadvantaged population.
3. Counties with over 15% disadvantaged population.
4. Counties with over 6.6% unemployment.
5. Counties with over 20% population growth.

VIII. Key Libraries and Other Libraries Involved

A. The following county and regional libraries are eligible to apply for sub-grants from the South Carolina State Library based on poverty level:

	Total Population	Population with Income Below Poverty Level	
Aiken-Bamberg-Barnwell-Edgefield	161,139	26,646	17%
Allendale-Hampton-Jasper	43,363	12,656	29%
Beaufort	65,364	9,751	15%
Calhoun	12,206	2,683	22%
Charleston	276,712	46,233	17%
Chester	30,148	4,840	16%
Chesterfield	38,161	7,418	19%
Clarendon	27,464	7,985	29%
Colleton	31,776	8,125	26%
Darlington	62,717	14,271	23%
Dillon	31,083	9,239	30%
Fairfield	20,700	4,517	22%
Florence	110,163	23,263	21%
Georgetown	42,461	9,173	22%

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Greenville	287,895	33,012	11%
Horry	101,419	17,949	18%
Kershaw	39,015	6,347	16%
Lee	18,929	5,719	30%
McCormick	7,797	2,058	26%
Marion	34,179	8,913	26%
Marlboro	31,634	7,722	24%
Newberry-Saluda	47,392	7,379	16%
Orangeburg	82,276	21,110	26%
Richland	269,572	36,121	13%
Spartanburg	203,023	27,071	13%
Sumter	88,243	20,029	23%
Williamsburg	38,226	10,663	28%
Total	2,203,057	390,893	

- B. Unemployment figures will be monitored periodically to maintain an up-to-date listing of counties eligible under this criteria.
- C. Libraries in counties experiencing greater than 20% population growth.

	<u>Total Population</u>	<u>% Increase</u>
Anderson	133,235	26.3%
Beaufort	65,364	27.8%
Berkeley	94,727	68.6%
Dorchester	58,761	80.5%
Florence	110,163	22.9%
Georgetown	42,461	26.7%
Horry	101,419	44.9%
Jasper	14,504	22%
Lancaster	53,361	23.2%
Lexington	140,353	57.7%
Pickens	79,292	34.5%
York	106,720	25.2%

IX. Estimated Cost of and Sources of Funding

<u>Federal</u>	<u>Local</u>	<u>Total</u>
\$100,000*	\$100,000	\$223,126
23,126 (FY 85 C-O)		
<u>\$123,126</u>		

*\$40,000 of this amount will be carried forward for use in FY 87.

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Project IIID. Service to the
Disadvantaged

In order for programs to continue without annual interruptions due to uncertainties regarding ISCA funding, local projects are designed to operate on a calendar year (January-December) and therefore a portion of FY 86 funds will be carried forward for salaries and transportation expenses during October-December (1986).

X. Method of Administering Project

The project will be administered on the local level by the staff of the local library with supervision by the State Library Field Staff.

XI. Method of Evaluation

Field Staff will monitor this project by making frequent field visits, consulting with local library administrators and with staff engaged directly in working with the disadvantaged, and making periodic evaluations of project programs. Local libraries will submit annual reports on expenditures and self-evaluations.

The project will be evaluated by the State Library Field Staff in terms of the following criteria:

1. The individual objectives established by each library.
2. The number of disadvantaged reached.
3. The percentage of the target group reached.
4. The methods used by libraries to make their services accessible to the disadvantaged.
5. The method for publicizing programs and services for the disadvantaged. All publicity must cite ISCA administered by the South Carolina State Library as a source of funding.
6. The suitability of materials selected for the program.
7. The staff involvement in the program; including general knowledge of the program, attitude toward the program and special training and preparation.
8. The involvement of groups and agencies within the community already working with the disadvantaged.
9. Comparison of project with similar projects in other states.

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Project IIIE. Library Development

SECTION C. DESCRIPTION OF PROJECT

I. Objectives

The purpose of the Library Development Project is to strengthen and improve the state's total public library program by enabling individual library systems to improve or extend services in areas of demonstrated need. Specific objectives are:

- A. To insure a good level of service throughout the entire service area through the improvement of headquarters, branch and bookmobile service.
- B. To provide staff adequate in numbers and training to meet the varied and changing demands of service.
- C. To provide library collections (in number, quality, and diversity) and supportive equipment to meet the information needs of the library public.
 - 1. To strengthen basic book collections.
 - 2. To assist libraries in building essential non-print media collections.
 - 3. To strengthen print and microfilm collections of periodicals.
- D. To provide the library equipment (such as copiers, microfilm readers, AV, etc.) necessary for good library service.
- E. To extend library services of all kinds to groups or individuals presently unreached or inadequately served (disadvantaged, elderly, handicapped, illiterate, limited English-speaking, rural, etc.) This may be undertaken separately or in conjunction with Title I, Project IIID or IIIE.
- F. To enable library systems to investigate the possibilities of automation and when ready to meet the initial costs of implementing automated acquisitions, cataloging, or circulation services. This may be undertaken separately or in conjunction with Title I, Project IIIE or Title III, whichever is more appropriate.
- G. To enable library systems to engage in long-range planning activities, such as needs assessment, identifying resources required and evaluating activities and programs. AIA's Planning Process is a possible vehicle for such planning.

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Project IIIE. Library Development

II. Relationship to Long Range Program

The Library Development Project supports Goal II of the Long-Range Program:

"To expand and improve public library services throughout the state, providing access for every resident, so as to further the educational, vocational, economic, and cultural enrichment of all citizens."

III. What the Project Expects to Accomplish

The Library Development Project will enable participating county and regional libraries to strengthen local services and programs judged to be in the greatest need of improvement. It will be necessary for local projects to be justified on the basis of need as spelled out in South Carolina's Long-Range Program, which aims at helping local library systems achieve standards in the basic areas of materials, services, and personnel.

In FY 86, each qualifying library will be requested to design a project which takes in to consideration the following priorities and emphases of the State Program:

1. Building adequate collections of basic library materials, with emphasis on:
 - a. Two books per capita
 - b. Periodicals having reference and information value
2. Extending service to groups unserved or inadequately served with emphasis on:
 - a. Bookmobiles and branches
 - b. Outreach to the disadvantaged, functionally illiterate, elderly, homebound, handicapped, incarcerated, etc.
3. Providing quality service (including qualified personnel, materials, and equipment) in basic areas with emphasis on:
 - a. Extension and Outreach
 - b. Reference (also to include information and referral service)

c. Children's service

d. Adult service

Proposals which fall outside these parameters are unlikely to be approved unless the library has made substantial progress in each priority area.

IV. Needs Assessment

The total library resources of South Carolina fall short of both State and national standards of adequacy, and no individual library system has achieved the minimum goals for library service set forth in the State Program for Library Development.

A. Public Library Resources

1. According to all standards, public libraries should have at least 2 books per capita. Only 2 county and regional libraries have 2 books per capita, and 6 have less than 1 book per capita.
2. Only 13 of the 39 county and regional library systems have a book collection of 100,000 volumes, the number regarded by most library authorities as the minimum necessary for most reference purposes and for general reading and study.

B. Library Personnel

1. In 1986, there are only 158 professionally trained librarians employed in South Carolina's public libraries.
2. Fifteen libraries have only one professional librarian to plan and administer programs.
3. At present 2 county and regional libraries have no professionally trained staff members.

C. Library Services Programs

1. Only 16 libraries have a full-time trained reference librarian.
2. Only 4 libraries have an organized program of service to business and industry.
3. Only 14 libraries have a professional assigned full-time to children's services.

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Project IIIIE. Library Development

4. Only 9 libraries have a full-time adult services librarian.
5. Only 10 libraries have a full-time extension librarian.
6. Few of South Carolina's libraries are able to provide sufficient audio-visual material collections, circulating art collections, and adult education materials or to offer adult discussion programs, special programs for young people, and many other services that should be available to South Carolinians.

D. Public Library Support

1. Per capita local support for FY 86 of \$5.60 is still far below all standards.
2. South Carolina provides only \$1.00 per capita State Aid to each county and regional library system.
3. Only two libraries have reached the minimum levels of per capita support set forth in the 1985-1988 State Program for Library Development. To put things in perspective this goal is based on a 1975 NCLIS report, National Inventory of Library Needs, 1975.

V. Who Is To Be Served

The educational, economic, and cultural enrichment of all citizens of the 35 participating county and regional libraries will be furthered by this project, which is intended to expand and improve public library service throughout the state and to improve access to libraries.

VI. Activities To Be Used To Meet Objectives and Needs

Activities will involve the planning, funding, and monitoring of the projects of the 35 participating libraries. Subgrants of 12¢ per capita, as shown in part VIII, will be made on the basis of population served -- provided that no grant shall exceed \$25,000 nor be less than \$3,000.

Local projects will include but not be limited to the following activities:

- A. Strengthening existing library programs such as adult services, services to children, reference service, bookmobile and branch library services.
 1. By adding trained personnel.

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Project IIIIE. Library Development

2. By adding resources to support these programs.
- B. Extending service to new groups (elderly, illiterate, disadvantaged, handicapped, rural, or other unreached segments of the population) by a variety of outreach methods.
1. Bookmobile programs.
 2. Deposit collections in agencies, organizations, institutions used by these groups.
 3. Innovative and/or experimental programs for the incarcerated, those in nursing homes, adult education groups, day care centers, those in business and industry, etc. Institutions receiving such service are locally supported.
- C. Expanding, improving, or maintaining the resources of libraries
1. By purchase of new books or rebinding of worn ones.
 2. By purchase of AV materials and other essential non-print media collections.
 3. By contracting for on-line database services.
 4. By purchase or lease of library equipment.
 5. By encouraging the development of information and referral programs.
- D. Implementing programs of publicity to keep the public informed about the acquisition of materials and equipment, the employment of additional personnel, and the extension of services made possible by the project. All publicity must cite LSCA administered by the South Carolina State Library as a source of funding.
- E. Meetings and conferences with library boards, administrators, and staff to explain needs, plan programs, and monitor activities of the project.
- F. Planning and/or implementing automation activities.
- G. Applications for subgrants are reviewed for compliance with LSCA, the regulations, and EDGAR by the State Library staff.

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VII. When and Where Project Will Be Implemented

The Library Development Project will be implemented during FY 86 in the 35 county and regional libraries listed under VIII.

VIII. Key Libraries and Other Libraries Involved

In order to qualify for a Project IV grant a public library must first qualify for State Aid by meeting State regulations, employ a professionally trained librarian and, meet minimum per capita local support for participation in this ISCA grant program.

The South Carolina State Library will make sub-grants to the following county and regional libraries:

<u>Participating Library</u>	<u>Sub-Grant No.</u>	<u>Total Population</u>	<u>Amount of Grant @ 12¢ Per Capita</u>
Abbeville-Greenwood	1	80,474	\$ 9,656.88
Aiken-Bamberg-Barnwell			
Edgefield	2	161,139	19,336.29
Allendale-Hampton-Jasper	3	25,204	3,024.48
(only Allendale & Jasper qualify)			
Anderson	4	133,235	15,988.20
Beaufort	5	65,364	7,843.68
Berkeley	6	94,727	11,367.24
Calhoun	7	12,206	3,000.00*
Charleston	8	276,712	25,000.00
Cherokee	9	40,983	4,917.96
Chester	10	30,148	3,617.76
Chesterfield	11	38,161	4,579.32
Clarendon	12	27,464	3,295.68
Colleton	13	31,776	3,813.12
Darlington	14	62,717	7,526.04
Dillon	15	31,083	3,729.96
Dorchester	16	58,761	7,051.32
Fairfield	17	20,700	3,000.00*
Florence	18	110,163	13,219.56
Georgetown	19	42,461	5,095.32
Greenville	20	287,895	25,000.00*
Horry	21	101,419	12,170.28
Kershaw	22	39,015	4,681.80
Lancaster	23	53,361	6,403.32
Laurens	24	52,214	6,265.68
Lexington	26	140,353	16,842.36

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Marion	28	34,179	4,101.48
Marlboro	29	31,634	3,796.08
Newberry-Saluda	30	31,242	3,749.04
(only Newberry qualifies)			
Oconee	31	48,611	5,833.32
Orangeburg	32	82,276	9,873.12
Pickens	33	79,292	9,515.04
Richland	34	269,572	25,000.00*
Spartanburg	35	201,861	24,223.32
Sumter	36	88,243	10,589.16
York	39	106,720	12,806.40
GRAND TOTAL		2,992,365	\$335,913.60

*Counties with per capita amounts above maximum \$25,000 or below minimum of \$3,000.

IX. Estimated Cost of and Sources of Funding

FY 86 funds budgeted for Library Development:

<u>Federal</u>	<u>Local</u>	<u>Total</u>
\$335,914*	(\$600,000)	\$952,021
16,107 (FY 85 C-0)		
<u>\$352,021</u>		

*\$10,000 (est.) of this amount may be carried forward for use in FY 87.

X. Method of Administering Project

On the state level the Library Development Project will be administered by the South Carolina State Library directly supervised by the Field Staff and on the local level by the staff of the local library.

XI. Method of Evaluation

Proposals for grants-in-aid under this project will be evaluated and approved on the basis of the following criteria: legality, goal-relationship, feasibility, population served, replicability, local management capacity, and need. Local projects will be monitored very closely by the State Library Field Staff via frequent field trips, consultations with local librarians, and periodic evaluations of the project programs. Grant recipients themselves will help evaluate the programs in which they participate by submitting regular reports on expenditures and annual self-evaluations.

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Project IIIIE. Library Development

The success of the Library Development Project is directly reflected by how successful the local libraries are in implementing their individual projects and in reaching the objectives stated in each county's project proposal. The State Library Field Staff will evaluate each of the local projects in terms of the following:

1. The individual objectives established by each library.
2. The percentage of the target group reached.
3. The number of disadvantaged reached.
4. The method(s) of publicizing the project.
5. The number of services continued with local funds once LSCA funds are not available.

Statewide, the success or failure of the project will be determined by progress made toward achieving the minimum goals and objectives for library services set forth in the South Carolina Program for Library Development and in Standards for South Carolina Public Libraries. To determine the degree of progress made toward reaching the goals spelled out in these standards, the following areas will be examined and statistics given to support progress made in any of the areas.

1. Public Library Resources.
2. Library Personnel.
3. Library Services Programs.
4. Public Library Support.

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Title I
Project IIIIF. Service to Children

SECTION C. DESCRIPTION OF PROJECT

I. Objectives

Since children are inadequately served, the purpose of this project is to improve the quality, extent, and scope of library service to children throughout the state. Specific objectives of the project are:

- A. To provide guidance and assistance to public libraries in the development and provision of library service to children.
- B. To promote cooperation* among all types of libraries serving children and to coordinate activities with other agencies concerned with the child's welfare.
- C. To develop in library staff, governing bodies, and the community an understanding of the scope of public library service to children and an appreciation of its potential role in the educational and social development of children.

II. Relationship to Long Range Program

The Service to Children Project supports Objectives 3 and 4 of Goal I:

"To provide consultant services for public, institutional,** and other libraries of South Carolina" and

"To centralize at the State level programs and functions which cannot be handled economically or effectively by individual libraries."

III. What the Project Expects to Accomplish

The Service to Children Project will:

- A. Provide professional advice and assistance to the public libraries of South Carolina in the improvement of library service to children.
- B. Provide state level planning and promotion for library service to children.

*This is an awareness program, not a Title III activity.

**Time spent with institutions is minimal.

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Project IIIIF. Service to Children

IV. Needs Assessment

Although the provision of books and reading for children is a traditional activity of South Carolina public libraries, discrepancies exist as to the quality, quantity, and type of service available and the extent to which this service is given. Some services are not available to all; other services are available to adults, but not to children. The result is that children, as a group, are inadequately served by South Carolina public libraries.

As libraries broaden their range of services and as personnel and administrative costs skyrocket, there has been a tendency to leave service to children to untrained or inexperienced staff. Only twenty-six public libraries in the state have full-time personnel assigned to children's services. Of these only fourteen have professional librarians in charge of children's services, but these are all assigned to main libraries or work primarily as programmers (three of these are vacant). There are virtually no children's librarians working directly with children in branch libraries. In FY 86 one system is hiring three branch assistants who will be responsible for children's services. Seven libraries have no one assigned to children's services including two regional systems. Library service to children frequently tends to be reduced to a minimum: circulation, story hours for younger children, and summer reading programs.

There are 758,338 South Carolinians fourteen years of age and under according to the 1980 census. Almost 33% of public libraries do not keep separate statistics on juvenile borrowers, but the State Library estimates that approximately 40% of children are registered borrowers. A consultant specializing in Services to Children provides leadership, training, and enthusiasm to stimulate better service to users and to encourage further extensions of service, and develops programs and activities to improve services to children.

V. Who Is To Be Served

The consultant works directly with library administrators, children's librarians, and system coordinators; but it is the children of South Carolina who benefit from improved service.

VI. Activities To Be Used To Meet Objectives and Needs

The project enables the State Library to support the work of the Field Service Librarian for Children's Services who will:

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Title I
Project IIIF. Service to Children

- A. Work with library administrators and children's librarians in planning, developing, and upgrading children's services. The Children's Consultant will visit each of the 39 library systems at least once per year. Special attention will be focused on the seven libraries with new staff in children's services.
- B. Develop continuing education program for children's services personnel. An orientation manual for children's librarians was completed in FY 85. It will be distributed in FY 86. A series of three workshops to be held in FY 86 will focus on topics covered in the manual. In addition there will be a summer reading idea exchange and a preschool programming workshop for new staff working with children.
- C. The Children's Consultant will work with other agencies and organizations on a major public relations campaign for Fall 1986 on reading to children.
- D. The Children's Consultant will coordinate a statewide summer reading program in FY 86.
- E. Assist the Field Service Librarian for Audio-Visual Services with the selection and programming of children's films.
- F. Participate in the activities and programs of professional library and related organizations. Through this activity the Children's Consultant is able to establish liaison with state and local agencies serving children and to encourage communication and cooperation between school, public, and other libraries serving children.
- G. Assist in monitoring and evaluation of all LSCA projects involving service to children.
- H. Coordinate the Early Childhood Media Clearinghouse which maintains a listing of media held by state agencies on early childhood which are available on loan to individuals and groups. This is a state priority.

VII. When and Where Project Will Be Implemented

The project will be implemented in FY 85 in the 39 county and regional library systems of the state listed under VIII.

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Project IIIF. Service to Children

VIII. Key Libraries and Other Libraries Involved

The key libraries involved in the project will be the South Carolina State Library and all county and regional public library systems as well as libraries of state institutions serving children and young people.

IX. Estimated Cost of and Sources of Funding

LSCA funds will be used for materials, travel, supplies, publicity, printing and related expenses necessary for implementation of the project. The State Library will absorb housing, equipment, administrative, and secretarial costs through the General Operations Project. Staff and Early Childhood Media Clearinghouse costs will be met with State funds.

Funds budgeted for FY 86:

<u>Federal</u>	<u>State</u>	<u>Total</u>
\$3,000*	\$39,792	\$45,334
2,542 (FY 85 C-0)		
\$5,542		

*\$3,000 of this amount will be carried forward for use in FY 86.

X. Method of Administering Project

Under the general supervision of the Director of Field Services, the project is carried out by the Field Service Librarian for Children's Services.

XI. Method of Evaluation

The Field Service Librarian for Children's Services will report to the Director of Field Services by means of (1) written field reports, (2) monthly reports, and (3) annual LSCA project reports -- and by conferences as needed.

To a large extent, the success of the project will be determined by how successful local libraries are in meeting the goals and objectives spelled out in Standards for Children's Services in Public Libraries (AIA).

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Project IIF. Service to Children

To determine what degree of progress has been made toward reaching these Standards, the following aspects of children's services in local libraries will be examined closely:

1. Administration
2. Personnel
3. Services and Programs
4. Materials
5. Physical Facilities

The following will be used to evaluate this project:

- Number of field trips made during the year
- Number of library systems served
- Number of projects and activities initiated
- Number of workshops and training programs planned and carried out
- Number of library staff members attending workshops and training programs
- Use of children's films
- Number of children's films purchased
- Number of instances in which recruiting and placement services are provided
- Number of times the Field Service Librarian for Children's Services represented the State Library at local, state, and national conferences, conventions, workshops, professional associations, civic organizations, or other state and local agencies
- Number of libraries and children participating in the statewide summer reading club

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Title I
Project IIIG. Audio-Visual Program

SECTION C. DESCRIPTION OF PROJECT

I. Objectives

1. To provide an additional source of information for library users by building a collection of audio visual materials of cultural and entertainment value for both adults and children.
2. To supplement and to reinforce the resources of public and state institutional libraries throughout the state, thereby enabling them to meet the informational needs of their patrons.
3. To aid public and state institutional libraries in the utilization of this collection.

II. Relationship to Long Range Program

The Audio-Visual Program Project supports Objective 4 of Goal I of the Long Range Program:

"To centralize at State level programs and functions which cannot be handled economically or effectively by individual libraries."

III. What the Project Expects to Accomplish

This project provides public and state institutional libraries with- in the state with a collection of 16mm motion picture films, video tapes, and other audio-visual materials for library programs of educational and worthwhile entertainment value for both adults and children.

IV. Needs Assessment

No South Carolina public or state institutional library can afford to acquire a collection of 16mm motion picture films, video tapes, or other audio-visual materials which would adequately serve the needs of their patrons. A media collection at the state level therefore prevents costly duplication of such resources and makes available to the public a far broader selection of audio-visual materials than any library could provide alone.

V. Who Is To Be Served

Materials in the South Carolina Audio-Visual Program will be available to public and state institutional libraries which meet the

requirements for participation in the program and which have signed an agreement with the State Library for this service. Participating libraries may borrow films for in-library activity and for library-sponsored programs held elsewhere. County libraries may decide to lend materials directly to community organizations. Materials will not be available for use in elementary and secondary schools either public or private since materials purchased with federal funds supporting this program are specifically prohibited from being used by schools and other academic institutions serving a special clientele. Library materials may not be shown where any admission fee is charged or donation requested nor may they be used commercially to attract trade. These materials will only be available in South Carolina.

VI. Activities To Be Used To Meet Objectives and Needs

Activities will include, but not be limited to, the following:

1. Preview films, video tapes, and other audio-visual materials deemed appropriate and add at least 100 titles to the collection, 30 of which will be children's titles.
2. Maintain a collection of 2,000 titles, including housing, booking, shipping, cleaning, and inspecting them.
3. Publish a quarterly film newsletter, which will list new acquisitions, promote specific titles, and discuss programming ideas.
4. The State Library will sponsor training opportunities as needed for public and state institutional libraries participating in the Film Program.
5. The Field Service Librarian for Audio-Visual Programs will make at least 25 field trips throughout the state to help local public and state institutional librarians plan programs utilizing State Library films, and to assist in the expanded film service to groups and organizations.
6. Publish a supplement to the current catalog of audio-visual materials.
7. Sponsor four one-day preview sessions for public and institutional libraries.
8. Develop PR kits to promote and facilitate programming of 16mm films in public libraries.

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Title I
Project IIIG. Audio-Visual Program

9. Plan for automation of film booking system.

VII. When and Where Project Will Be Implemented

The project will be implemented in FY 86 at the South Carolina State Library.

VIII. Key Libraries and Other Libraries Involved

The South Carolina State Library

All public and state institutional libraries of South Carolina

IX. Estimated Cost of and Sources of Funding

This project provides for the purchase of 16mm motion picture films, video tapes, and other audio-visual materials, the printing of a film catalog, postage, audio-visual equipment and supplies, and workshop expenses.

Funds budgeted for FY 86:

<u>Federal</u>	<u>State</u>	<u>Total</u>
\$60,000*	\$30,552	\$110,027
20,475 (FY 85 C-O)		
<u>\$80,475</u>		

*\$10,000 (est.) of this amount will be carried forward into FY 87.

X. Method of Administering Project

The Audio-Visual Program will be administered by the State Library under the supervision of the Field Service Librarian for Audio-Visual Programs of the State Library.

XI. Method of Evaluation

This program will be monitored continuously by the Director of Field Services and the Field Service Librarian for Audio-Visual Programs. Field visits throughout the state will be made by the Field Service Librarian for Audio-Visual Programs and the Field Service Librarian for Children's Services to aid individual public and state institutional libraries to plan use of the collection. Quarterly reports will be submitted by public and state institutional libraries participating in the program and will include statistics vital to the evaluation of the Audio-Visual

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Title I
Project IIIG. Audio-Visual Program

Program. The success of the Audio-Visual Program will be reflected by the cooperation of South Carolina public and state institutional libraries participating in the program together with public response to their participation.

The project will be evaluated in terms of:

- (1) The number of libraries participating in the program.
- (2) The number of materials acquired and circulated.
- (3) The number of library patrons reached.
- (4) The critical evaluation of materials in the collection by librarians and patrons.
- (5) The number of field trips made by the Field Service Librarian for Audio-Visual Programs.
- (6) The number of people attending continuing education activities.
- (7) The number of newsletters published.
- (8) The number of civic groups and community organizations participating in the film program through county libraries.

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Title I
Project IIIH. Public Library
Automation and
Technology

SECTION D. DESCRIPTION OF PROJECT

I. Objectives

The purpose of the Public Library Automation and Technology Project is to allow public libraries to take advantage of the benefits of technological developments to better serve their patrons. Specific objectives are:

- A. To determine the feasibility of library automation projects.
- B. To test and evaluate hardware, software, and services provided by automation vendors and utilities to determine the systems best suited for libraries of various sizes.
- C. To encourage adherence to standards in database development and communication protocols necessary to ensure compatibility with state and national planning and to make possible on-line communication among libraries.
- D. To encourage county support for technological enhancements of library services by providing incentive grants for feasibility studies, consultants, or start-up costs.
- E. To enhance public library access to South Carolina Library Network.

II. Relationship to Long Range Program

The Public Library Automation and Technology Project supports Objective 2 of Goal II of the Long-Range Program:

"To provide incentive grants to public libraries for services and activities which support state and ISCA priorities, including personnel, collection development, and equipment."

III. What the Project Expects to Accomplish

The Public Library Automation and Technology Project will enable participating county and regional libraries to improve the quality of their services by automating functions such as circulation control, acquisitions, cataloging, serials control, newspaper indexing, business functions, etc. Funds will be available for feasibility studies,

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Project IIIH. Public Library
Automation and
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consultant fees, and/or actual implementation of automated activities. Applications will be judged on need, appropriateness of activity to level of library development, local management capability, and evidence of continued local support.

Needs Assessment

Use of South Carolina libraries continues to grow, and patrons expect increasingly sophisticated services. Existing staffing and funding will not be able to meet future demands using current manual procedures. Many library functions easily lend themselves to automation. However, South Carolina libraries have not ventured into automation as rapidly as desired due to lack of funding. It is hoped that small seed grants for automation activities will encourage libraries to investigate this area further and encourage local support from county government or private sources. Feasibility studies should indicate whether a library should automate specific functions. If so, local funds and LSCA funds could be used for implementation.

In FY 86 the State Library as part of the developing South Carolina Library Network, will provide each public library with a personal computer, printer, modem, and software to conduct interlibrary loan transactions. The libraries will be able to use them for other functions as well. The direction of this project may change in future years as libraries have access to microcomputer technology.

V. Who Is To Be Served

Any library which qualifies for LSCA participation may apply for a grant. All library patrons of libraries which receive Public Library Automation and Technology grants should benefit from increased efficiency of their libraries.

VI. Activities To Be Used To Meet Objectives and Needs

Activities will involve planning, funding, monitoring, and evaluating the projects of the participating libraries. Grants will be made based on proposals received, but generally will fall in the \$5,000 - \$10,000 category.

Local projects will include but not be limited to the following activities:

A. Feasibility studies

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- B. Consultant fees
- C. Information and Referral Services
- D. Incentive grants for implementing projects to automate library activities such as those mentioned in III.

VII. When and Where Project Will Be Implemented

The Public Library Automation and Technology Project will be implemented in FY 86 in public libraries receiving grants.

VIII. Key Libraries and Other Libraries Involved

In order to qualify for a Project IIIH grant a public library must first qualify for State Aid by meeting State regulations, employ a professionally trained librarian and, meet minimum per capita local support for participation in this LSCA grant program.

The South Carolina State Library will make grants to qualifying libraries.

IX. Estimated Cost of and Sources of Funding

FY 86 funds budgeted for Public Library Automation and Technology:

<u>Federal</u>	<u>Local</u>	<u>Total</u>
\$100,000*	\$100,000	\$292,500
92,500 (FY 85 C-O)		
\$192,500		

*\$75,000 (est.) of this amount may be carried forward for use in FY 87.

X. Method of Administering Project

On the state level the Public Library Automation and Technology Project will be administered by the South Carolina State Library, directly supervised by the Field Staff and on the local level by the staff of the local library.

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XI. Method of Evaluation

Proposals for grants-in-aid under this project will be evaluated and approved on the basis of the following criteria: relationship to project goals, feasibility, appropriateness of activity to level of library development, local management capability, need, and evidence of continued local support. Local projects will be monitored very closely by the State Library Field Staff via frequent field trips, consultations with local librarians, and periodic evaluations of the project programs. Grant recipients themselves will help evaluate the programs in which they participate by submitting regular reports on expenditures and annual self-evaluations.

Results of all studies and evaluations will be made available to other libraries considering similar activities. Libraries receiving grants will agree to allow representatives of other libraries to observe and study projects on site.

I. Objectives

The purpose of this project is to extend and improve library service to the illiterate and functionally illiterate segment of the population not heretofore reached, or previously given very limited service. Specific objectives are:

- A. To plan, develop, implement, and evaluate programs to combat the problem of illiteracy.
- B. To provide competent personnel having the special training and personal qualifications needed for serving the illiterate and functionally illiterate.
- C. To promote mutual cooperation between libraries and other State and local agencies serving the illiterate and functionally illiterate.

II. Relationship to Long Range Program

The Literacy Project supports Objective 3 of Goal II of the Long-Range Program:

"To extend public library service to special constituencies, including the disadvantaged, the elderly, the illiterate, the unserved, and persons of limited English-speaking ability."

III. What the Project Expects to Accomplish

The Literacy Project will:

- A. Extend library service to that segment of the population which because of educational handicaps are not users of the public library.
- B. Make public library trustees and staff aware of the service needs of the illiterate and functionally illiterate population.
- C. Make service to the illiterate and functionally illiterate an integral part of public library service.

IV. Needs Assessment

It has been demonstrated that the illiterate and functionally illiterate do not make full use of library service.

- A. 25.7% or 445,652 of the adults over 25 years old are functionally illiterate (less than an eighth grade education).

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- B. 5.8% or 126,402 adults over 18 years old have less than a fifth grade education.
- C. 35% or 607,796 of the adults over 25 years old have less than one year of high school.
- D. The South Carolina Employment Security Commission estimates that unemployment for August 1985 was 6.6% or 104,400 jobless individuals. This compares with the national average of 7%. Lack of education often leads to unemployment or underemployment.
- E. Since only about 35% of all South Carolinians are regular users of public libraries, an even lower percentage of illiterate and functionally illiterate persons may be assumed to be library patrons.

V. Who Is To Be Served

Persons who are illiterate, functionally illiterate, or who are in the high risk category, such as children of functionally illiterate adults, and who for that reason require specially designed library services will be served through grants made to libraries.

VI. Activities To Be Used To Meet Objectives and Needs

Activities will include:

- A. Planning, funding, and monitoring on-going literacy projects conducted by public libraries.
- B. Planning, gaining support for, and implementing at least eight new literacy projects. Activities may include:
 - 1. For literacy students
 - a. Provision of self-help materials
 - b. Provision of high interest-low vocabulary materials
 - c. Provision of reading guidance
 - d. Library programming geared to "adult new readers"
 - 2. For literacy tutors
 - a. Provision of sample materials-demonstration collection
 - b. Provision of space
 - c. Library tours
 - d. Newsletters about local literacy activities

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- e. Booklets
 - f. Cooperation with local literacy councils and school districts
- C. Meetings and conferences with library boards, administrators, and staff to explain needs, plan programs, and monitor activities in service to the illiterate and functionally illiterate.
 - D. Maintaining membership on the State Office of Adult Education's Reading Campaign Advisory Committee chaired by South Carolina's First Lady. Other members include members of the General Assembly, private industry, state educational and social service agencies and organizations.
 - E. Maintaining close working relationship with the South Carolina Literacy Association, especially in its VISTA program and other new initiatives.
 - F. Maintaining relationship with Assault on Illiteracy Program (AOIP).
 - G. Conferences with representatives of other state and local agencies serving the illiterate and functionally illiterate to exchange information and coordinate activities.

VII. When and Where Project Will Be Implemented

The project will be implemented in FY 86 in all 46 counties.

VIII. Key Libraries and Other Libraries Involved

	Pop. 25 yrs. & over	8 yrs. or less education	Pop. 18 yrs. & over	5 yrs. or less education
Abbeville-Greenwood	47,118	14,136	57,210	3,539
Aiken-Bamberg-Barnwell- Edgefield	90,724	24,573	110,615	6,615
Allendale-Hampton-Jasper	23,526	8,341	28,468	3,530
Anderson	78,815	23,052	94,557	5,529
Beaufort	31,838	5,038	47,176	1,980
Berkeley	47,479	9,442	61,054	2,404
Calhoun	6,767	2,056	8,277	630
Charleston	147,099	28,727	199,423	8,379
Cherokee	23,601	7,991	28,283	1,971
Chester	17,353	6,015	20,794	1,533
Chesterfield	21,523	7,889	25,890	2,440

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	<u>Pop. 25 yrs. & over</u>	<u>8 yrs. or less education</u>	<u>Pop. 18 yrs. & over</u>	<u>5 yrs. or less education</u>
Clarendon	14,785	5,490	18,294	2,012
Colleton	17,840	5,181	21,438	1,614
Darlington	34,557	10,742	41,987	3,549
Dillon	16,040	6,037	19,873	2,016
Dorchester	31,406	6,219	38,593	1,997
Fairfield	11,441	4,085	13,936	1,394
Florence	60,997	15,967	74,624	5,379
Georgetown	22,774	6,958	27,883	2,641
Greenville	167,574	37,333	206,990	9,187
Horry	57,088	12,748	70,929	3,618
Kershaw	22,265	6,618	26,755	1,813
Lancaster	30,438	9,171	36,745	2,136
Laurens	30,656	11,160	37,190	4,243
Lee	9,784	3,609	12,318	1,203
Lexington	79,511	13,214	96,930	2,742
McCormick	4,241	1,442	5,229	480
Marion	18,564	6,165	22,559	1,971
Marlboro	16,901	6,473	20,651	2,160
Newberry-Saluda	28,187	8,567	33,965	1,966
Oconee	28,765	9,152	34,406	2,093
Orangeburg	43,903	12,909	56,104	4,481
Pickens	42,513	11,852	58,376	2,469
Richland	144,265	22,867	198,622	7,008
Spartanburg	123,052	33,874	144,137	7,884
Sumter	45,304	11,707	58,883	3,833
Union	18,278	6,441	21,888	1,667
Williamsburg	19,887	6,907	24,461	2,574
York	59,700	15,504	74,341	3,722
TOTAL	1,736,559	445,652	2,179,854	126,402

IX. Estimated Cost of and Sources of Funding

<u>Federal</u>	<u>Local</u>	<u>Total</u>
\$100,000*	\$100,000	\$250,000
50,000 (FY 85 C-O)		
<u>\$150,000</u>		

*\$40,000 of this amount will be carried forward for use in FY 87.

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In order for programs to continue without interruptions due to uncertainties regarding LSCA funding, local projects are designed to operate on a calendar year (January - December) and therefore a portion of FY 86 funds will be carried forward for salaries and transportation expenses during October - December 1986.

X. Method of Administering Project

The project will be administered on the local level by the staff of the local library with supervision by the State Library Field Staff.

XI. Method of Evaluation

Field Staff will monitor this project by making frequent field visits, consulting with local library administrators and with staff engaged directly in working with the illiterate and functionally illiterate, and making periodic evaluations of project programs. Local libraries will submit annual reports on expenditures and self-evaluations.

The project will be evaluated by the State Library Field Staff in terms of the following criteria:

1. The individual objectives established by each library.
2. The number of illiterate and functionally illiterate reached.
3. The percentage of the target group reached.
4. The methods used by libraries to make their services accessible to the illiterate and functionally illiterate.
5. The method for publicizing programs and services for the illiterate. All publicity must cite LSCA administered by the South Carolina State Library as a source of funding.
6. The suitability of materials selected for the program.
7. The staff involvement in the program; including general knowledge of the program, attitude toward the program and special training and preparation.
8. The involvement of groups and agencies within the community already working with the illiterate and functionally illiterate.
9. Comparison of project with similar projects in other states.

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Project IV. Blind and Physically
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SECTION C. DESCRIPTION OF PROJECT

I. Objectives

The objectives of the Service to the Blind and Physically Handicapped Project are:

1. To encourage greater use of services for the handicapped by a continuing program of publicity, promotion, and education.
2. To provide a full range of reading materials -- talking books, cassette books, large print, and Braille -- for print-handicapped readers in South Carolina.
3. To make library service accessible to handicapped individuals at the local level wherever possible.
 - a. To develop browsing collections of talking books and cassette books in major metropolitan libraries.
 - b. To provide collections of large-print books for visually handicapped readers.
 - c. To encourage participation by handicapped readers in established library programs at the local level.
4. To coordinate library services for the handicapped with programs of the Commission for the Blind, the Vocational Rehabilitation Department, the State Department of Education, Commission on Aging, the Governor's Committee on Employment of the Handicapped, and other agencies and organizations serving the handicapped.
5. Specific objectives for FY 86 are:
 - a. To register 1,000 new readers.
 - b. To continue to record South Carolina titles.
 - c. To acquire from other regional libraries titles recorded by their volunteer groups.
 - d. To duplicate extra copies of cassette titles as needed so there will be little or no waiting for materials.

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- e. To acquire sub-master tapes of titles originally issued by LC on disc so they can be converted to cassette tape.
- f. To acquire extra copies of needed disc material to meet needs of readers and to have a built-in cushion in event some discs become worn or lost and the book has to be discarded.
- g. To weed older worn titles after LC has reissued them.
- h. To encourage greater use of In-WATS telephone service to personalize service.
- i. To continue to strive to provide one day service on circulation of materials.
- j. To maintain inventory control over and provide maintenance for Library of Congress audio equipment.
- k. To participate in State Library's Network Automation plans in order to facilitate installation of software for full automation of DBPH services in FY 86.
- l. To identify additional activities which could be made more efficient through automation using microcomputer technology.
- m. To plan for the utilization of new permanent quarters for the library in the Mt. Vernon Mill Complex. Space should be available for the library to move by 1987. Maintain collection size within space available.
- n. To maintain Advisory Council for handicapped services.
- o. To conduct third annual workshop for public and state institutional libraries on services available from DBPH.

II. Relationship to Long Range Program

The Blind and Physically Handicapped Project supports Objective 2 of Goal III:

"To provide special programs of library service for visually and physically handicapped individuals."

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III. What the Project Expects to Accomplish

This project proposes to meet the library needs of eligible handicapped citizens in South Carolina by:

1. Maintaining a collection of:
 - 58,000 Talking Books
 - 90,000 Cassette Books
 - 5,800 Large Print Books
2. Adding to the collection:
 - 6,000 Talking Books
 - 13,000 Cassette Books
 - 600 Large Print Books
3. Providing readers with current magazines by:
 - a. Registering them with any of 38 magazines mailed directly by publishers.
 - b. Processing and maintaining a collection of multiple copies of 14 magazines circulated by the library.
4. Circulating 135,000 books and magazines to more than 8,050 readers.
5. Stocking and supervising five browsing collections in county libraries available to handicapped users.
6. Maintaining inventory control and servicing for 4,628 talking book machines and 6,604 cassette machines and accessories.
7. Promoting and publicizing services by distributing brochures, airing TV and radio announcements in conjunction with a National Library Service/Blind and Physically Handicapped public education program, appearing on radio and television talk shows, and meeting with as many state and local agencies as possible.
8. Coordinating all activities with Library of Congress, National Library Service for the Blind and Physically Handicapped.

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IV. Needs Assessment

This project is necessary to meet the library needs of an estimated 43,705 South Carolinians who are unable to use conventional printed library materials. Library services for this segment of the population can only be met by this specialized service.

V. Who Is To Be Served

All blind and physically handicapped citizens of South Carolina who are unable to read conventional print because of their handicap are eligible for this library service. The Library of Congress, National Library Service for the Blind and Physically Handicapped estimates that 1.4% of the population is eligible for this service. In South Carolina that means 43,705 people are potential patrons. As of June 30, 1985, 7,114 were being served.

VI. Activities To Be Used To Meet Objectives and Needs

1. The South Carolina State Library, Division for the Blind and Physically Handicapped has been designated a regional library for the blind and physically handicapped by the Library of Congress. As such, the library will:
 - a. Provide books and magazines on disc, cassette tape, and in large print to registered readers mainly by mail.
 - b. Issue and maintain inventory control of equipment necessary to play recorded books.
 - c. Record materials of local interest using volunteer narrators.
 - d. Provide catalogs and special bibliographies of materials available so readers can select books to read.
 - e. Provide advisory service for readers who are unable to select for themselves or who would rather have the library select for them.
 - f. Provide assistance to students in the location of textbooks in special media.
 - g. Contract with North Carolina State Library for braille service.
 - h. Plan new facilities in 25,000 square feet of the Mt. Vernon Mill Complex to be occupied in FY 87.

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- i. Plan to automate circulation using new software and high speed computer to be operational in FY 86.
2. The South Carolina State Library, Division for the Blind and Physically Handicapped will continue to monitor five county libraries which provide browsing collections and promote service to the blind and physically handicapped locally. These libraries are Anderson County Library, Charleston County Library, Florence County Library, Greenville County Library, and Spartanburg County Library.
3. To reach potential readers, a public relations campaign is conducted year round, consisting of radio and TV public service spots and talk show appearances, newspaper articles, communication with public libraries, communication with health groups, and communication with groups interested in the handicapped.
4. To maintain communications between the library and the reader, 24 hour In-WATS telephone service, a quarterly large print and tape newsletter, and individual correspondence are used.
5. The State Library will sponsor a third annual workshop for public and state institutional libraries in library services to the handicapped in FY 86.
6. In FY 86 the State Library's Advisory Council composed of users of this service and service providers will continue.

VII. When and Where Project Will Be Implemented

This project is an on-going project and will be continued during FY 86 and beyond. It will be implemented at the South Carolina State Library, Division for the Blind and Physically Handicapped.

VIII. Key Libraries and Other Libraries Involved

South Carolina State Library, Division for the Blind and
Physically Handicapped
Library of Congress, National Library Service for the Blind
and Physically Handicapped
North Carolina State Library, Library for the Blind and
Physically Handicapped
South Carolina Commission for the Blind
South Carolina Commission on Aging

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South Carolina Governor's Committee on Employment of the Handicapped
South Carolina Governor's State Agency Volunteer Program
South Carolina Department of Vocational Rehabilitation
South Carolina State Department of Education, Office of Programs for
the Handicapped
South Carolina public libraries
Telephone Pioneers of America
South Carolina Department of Corrections
Various agencies, state and local, and other groups that work with
the handicapped

IX. Estimated Cost of and Sources of Funding

Basic funding will be from State appropriations which cover personnel, housing, large print books, and general operations of the Division. ISCA funds will be used to cover the costs of two reader advisor positions. A portion of automation efforts may be charged to ISCA.

FY 86 funds budgeted for the project include:

<u>Federal</u>	<u>State</u>	<u>Total</u>
\$60,000*	\$289,595	\$386,296
<u>36,701 (FY 85 C-O)</u>		
\$96,701		

*\$37,000 (est.) of this amount will be carried forward for use in FY 87.

X. Method of Administering Project

Under the general supervision of the Deputy Director for Library Development, the project will be administered by the Director, Library Services for the Blind and Physically Handicapped.

The South Carolina State Library has contracts with the following agencies for the provision of this service:

- A. Library of Congress, National Library Service for the Blind and Physically Handicapped
- B. North Carolina State Library

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XI. Method of Evaluation

1. General. This project will be monitored by the Director, Library Services for the Blind and Physically Handicapped, and consultants from Library of Congress, National Library Service for the Blind and Physically Handicapped. The major thrust of this project is the operation of a regional library for the blind and physically handicapped. Therefore there will be an almost continuous activity in evaluating the project.

To evaluate the effectiveness of this service the library will use two tools:

Revised Standards and Guidelines of Service for the Library of Congress Network of Libraries for the Blind and Physically Handicapped. American Library Association, 1984. As time and funds permit the library will attempt to meet the standards it does not meet.

Guidelines for Regional Libraries. Library of Congress, National Library Service for the Blind and Physically Handicapped, 1977, as supplemented by Network Bulletins.

2. To judge effectiveness of publicity programs, the following will be used:
 - a. Number of new readers registered.
 - b. Number of readers referred by public libraries
 - c. Response from radio and newspaper coverage, such as inquiries about service and requests for applications.
3. The quality of the service will be periodically evaluated by the Library of Congress, National Library Service for the Blind and Physically Handicapped using consultant visits, equipment audits, and other evaluative tools devised by the Library of Congress.
4. The collection will be constantly evaluated to provide materials suitable for South Carolina readers. To do this will involve:
 - a. Selecting sufficient copies of Library of Congress produced books in areas that have proven to be popular, such as religion.

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- b. Weeding collection on a continuous basis to make room for more popular items. This is needed due to cramped quarters.
 - c. Requesting searches from Library of Congress, National Library Service for the Blind and Physically Handicapped for location of titles possibly produced by other regional libraries that are requested by readers or that are needed to balance collection.
 - d. Recording of local materials.
 - e. Purchasing commercial material that would add balance to the collection.
5. To receive input from readers as to quality of service, the quarterly newsletter will be used to seek responses on what the readers want from their library. Advisory Council will be polled for suggestions also.
6. Library and staff performance for FY 86 will be measured in terms of the specific objectives outlined in section I, item 5.

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Project V. Institutional Library
Services

SECTION C. DESCRIPTION OF PROJECT

I. Objectives

The objectives of the Institutional Library Services Project are:

- A. To establish and administer effective State standards governing personnel, materials, equipment, space, and physical facilities for institutional library service.
- B. To stimulate recognition of library service as an integral part of education and rehabilitation by State institution administrators and personnel and to elicit institutional financial support for library service.
- C. To provide technical professional advice and assistance on a continuing, consistent basis.
- D. To recruit and train qualified personnel and to provide continuing education programs geared to the needs of library administrators and staff.
- E. To develop collections adequate in size, scope, and appropriateness to meet the needs of patients and residents.
 - 1. To provide incentive grants for improvement of collections to institutions meeting minimum requirements.
 - 2. To provide service programs, planned to meet specific needs to institutions too small to maintain a full program of library service.
- F. To provide reference services and supplementary resources for professional personnel in health and rehabilitation institutions.*
- G. To support programs to combat the problem of illiteracy.
- H. To develop programs of bibliotherapy for emotionally and educationally handicapped individuals.

*No state or federal funds proposed for this project will be expended for this purpose.

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II. Relationship to the Long Range Program

The Institutional Library Services Project supports Objective 1 of Goal III:

"To promote the establishment and development of institutional library service capable of supporting treatment, education, and rehabilitation programs in State health and correctional institutions."

III. What the Project Expects to Accomplish

This project expects to build and enrich institutional library collections and services so that they may adequately serve the day-to-day needs of residents as well as the long term requirements of their treatment and rehabilitation in health care and correctional institutions.

IV. Needs Assessment

There are traditional libraries now in all but one State-supported residential institution, but their collections and service capacities range from mediocre to average. No library has achieved a superior level of overall service when measured by appropriate standards. Populations of institutions are not dwindling as anticipated. Library support has increased dramatically with the incentive grant program, but escalating costs of all materials and services, added to State economies, result in inadequate provision for library services. Actual and potential reductions in state funds have caused some administrators to give libraries a lower priority. More than ever this project is needed as an incentive for continued institutional support of their libraries, all but three of which were established as a result of this program.

V. Who Is To Be Served

All residents of State institutions will benefit through improved library collections and services.

<u>Institutions</u>	<u>Population (est.)</u>
Correctional	11,960
Other	10,586
Total	22,546

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VI. Activities To Be Used To Meet Objectives and Needs

This project enables the State Library to support the work of the Institutional Library Consultant who will:

- A. Plan, develop, and supervise programs for state institutional libraries. The institutional consultant will visit each of the institutions, with the exception of small Department of Corrections' units, at least six times per year for a total of 70 field trips. She will meet with institutional administrative staff members at least twice per year.
- B. Monitor LSCA grant program. Grants for materials are provided to institutions on the basis of population, need, and institutional support.
- C. Continue to provide technical assistance in the development of state standards for institutional library service.
- D. Continue to provide guidance in the development of bibliotherapy projects in at least four institutions.
- E. Continue to provide guidance in the development of programs in the area of literacy.
- F. Assist in the redevelopment and redirection of library services in three institutions for the mentally retarded, while assisting another mentally retarded institution develop non-traditional services.
- G. Assist librarians in three juvenile correctional institutions to develop library based programs to support their total education program.
- H. Identify or implement continuing education opportunities appropriate for institutional library staff. State Library will host regularly scheduled meetings of institutional librarians and/or administrators (at least three per year).
- I. Encourage institutions to increase local funds for materials by 10%.
- J. Encourage institutional librarians to increase use of State Library's interlibrary loan and film services by 5% each.

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VII. When and Where Project Will Be Implemented

The project will be implemented in FY 86, under the supervision of the State Library, at the individual institutions.

VIII. Key Libraries and Other Libraries Involved

A. The South Carolina State Library

B. Hospitals

1. Crafts-Farrow State Hospital (mental health)
2. South Carolina State Hospital, Horger Library (mental health)
3. Bryan Psychiatric Hospital (mental health)
4. Morris Village (addiction center)
5. Tucker Center (mental health)

C. Correctional Institutions

South Carolina Department of Corrections

The Library Services Division, South Carolina Department of Corrections supports library programs in all 17 units of the Department. Seven units provide full service libraries, while others have a core collection supplemented by two bookmobiles. Pre-release centers are not included in above.

South Carolina Division of Youth Services:

1. Willow Lane School (middle school, co-educational)
2. Birchwood School (high school, co-educational)
3. Reception and Evaluation Center

D. Residential Institutions

1. Coastal Center (mental retardation)
2. Midlands Center (mental retardation)
3. Pee Dee Regional Center (mental retardation)
4. Whitten Center (mental retardation)
5. S. C. School for the Deaf
6. S. C. School for the Blind
7. John de la Howe School (juvenile care)

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E. Other

1. Beckman Vocational Rehabilitation Center (handicapped)
2. Holmesview Center (alcoholism)
3. Palmetto Center (alcoholism)

IX. Estimated Cost of and Sources of Funding

A. Funds budgeted for FY 86:

<u>Federal</u> <u>LSCA</u>	<u>State</u> <u>From Institutions</u>	<u>State</u> <u>From State Library</u>	<u>Total</u>
\$45,000*	\$349,862	\$28,787	\$432,766
<u>9,117 (FY 85 C-O)</u>			
\$54,117			

*\$3,000 (est.) of this amount will be carried forward for use in FY 87.

B. Funds expended by the State Library: \$28,787

Grants and allocations for institutions: \$45,000

(Additional funds are budgeted by institutions for their libraries through institutional appropriations and other grant sources.)

X. Method of Evaluation

A. Library service in individual institutions will be measured by the following standards as they apply:

American Correctional Association. Commission on Accreditation for Corrections. Manual of Standards for Adult Correctional Institutions. College Park, Maryland. The Commission, 1977.

American Correctional Association - American Library Association Health and Rehabilitative Library Services Joint Committee on Institutional Services. Library standards for juvenile correctional institutions. College Park, Md. American Correctional Association, 1975.

Association of Specialized and Cooperative Library Agencies. Standards for Libraries in Institutions Serving the Mentally Retarded. American Library Association, 1981.

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Title I
Project V. Institutional Library
Services

South Carolina Department of Education. Defined Minimum Program for Deaf and Blind Schools (1983).

South Carolina Department of Education. Defined Minimum Program for the John de la Howe School (1983).

South Carolina Department of Education. Defined Minimum Program for the Palmetto Unified School District No. 1 within the S.C. Department of Corrections (1981).

South Carolina State Department of Education. Defined minimum program for South Carolina school districts. (The Department, 1981)

B. The following criteria will be used to measure the effectiveness of all institutional library programs.

1. The collection meets the needs of residents of the institution as outlined in revised materials selection policies.
2. Selection of materials is from appropriate sources.
3. The collection is under continuous inspection for suitability, usefulness, attractiveness to resident clientele and/or staff.
4. Library services are available to all residents on a reasonably regular schedule. This would include evening and weekend hours to accommodate those unable to visit the library during regular hours. This includes the scheduling and production of programs utilizing library materials for those residents who for whatever incapacity cannot use such materials independently or within the library of the institution.
5. Staff rendering library services shall have qualifications appropriate to their responsibilities and duties.
6. Continuing evidence of institution support of library services within the institution, especially materials budgets.
7. The development and use of bibliotherapy programs, when appropriate.

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C. Monitoring and Evaluation will include the following:

1. Annual narrative and statistical reports will be submitted by librarians.
2. Orders for materials and invoices for materials received are reviewed by the Institutional Consultant.
3. Periodic (regularly scheduled) visits by Institutional Library Consultant to institution libraries shall include:
 - a. General observations of operations and activities.
 - b. Inspection of collections.
 - c. Conferences with library staff, administrator responsible for the library within the institution, other institution staff members.
 - d. Instruction and/or demonstration of recommended practices and procedures.
4. Continuing check on financial and other support given to the library by the institution will be made by the State Library.

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Title II
Project I. Public Library
Construction

I. Objectives

The purpose of this project is to provide public library facilities adequate in space, design, and access to meet the needs of the community. To this end the project will insure wise and economical use of federal and local funds in the construction of library facilities; will assure that new facilities provide the maximum in function, efficiency and economy of maintenance; and will make construction funds available to the greatest number of communities for the wisest and best development of library facilities to reach the greatest number of people. Construction projects eligible for Title II grants are:

1. Construction of a new county or regional headquarters building or the enlarging of existing county or regional headquarters buildings.
2. Construction or enlargement of branch library buildings serving a population area of 20,000 or more in county or regional systems. (The Plan of construction and the location of the branch must be based upon a carefully developed plan for the location and development of branches to serve the entire area of the system.)
3. Construction or enlargement of branch library buildings serving a population area of 5,000 - 20,000 in county or regional systems. (The Plan of construction and the location of the branch must be based upon a carefully developed plan for the location and development of branches to serve the entire area of the system.)
4. Renovation of an existing county or regional headquarters building or branch library building to make it accessible to the physically handicapped as required in American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Handicapped.
5. Renovation of an existing county or regional headquarters building or branch library building for energy conservation.
6. Renovation of an existing county or regional headquarters building or branch library building to accommodate new technologies.

II. Relationship to Long-Range Program

The project supports Objective 4 of Goal II of the Long-Range Program:

"To encourage provision of public library facilities adequate in space, design, and access to meet the needs of the community."

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Title II
Project I. Public Library
Construction

III. What the Project Expects to Accomplish

With the resources available to it under Title II, the State Library will assist as many libraries as possible in the construction, enlargement, or renovation of public library buildings designed to meet the needs of the public, to be accessible to the handicapped, to be energy efficient, or to accommodate new technologies.

IV. Needs Assessment

In 1980 the U.S. National Public Library Space Needs Assessment Survey indicated that forty-six (46) public library construction projects would be needed by 1985 in South Carolina. These consisted of nine new headquarters buildings, nine headquarters expansions, twenty-two new branches, and six branch expansions. Of these, eleven projects have been completed. Public library directors have since identified additional building projects. If South Carolina's public libraries are going to reach their goal of expanding and improving public library services throughout the state additional space is required. However, construction projects will be approved only for those libraries which are without adequate library facilities necessary to develop library services.

V. Who Is To Be Served

The educational, economic, and cultural enrichment of all citizens of the counties or communities receiving construction grants will be furthered by this project, which is intended to increase the space available for the provision of expanded and improved public library service.

VI. Activities To Be Used To Meet Objectives and Needs

The allocation of funds for construction projects will be as follows:

Branch libraries (permanent or temporary) serving populations of 5,000 - 20,000 in systems meeting requirements for State and Federal grants, \$50,000 or 50 per cent of the cost of the total project, whichever is the smaller.

Branch libraries (permanent or temporary) serving populations over 20,000 in systems meeting requirements for State and Federal grants, \$75,000 or 50 per cent of the cost of the total project, whichever is the smaller.

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Project I. Public Library
Construction

The headquarters of county and regional systems meeting all requirements for State and Federal grants and serving under 50,000, \$100,000 or 50 per cent of the total cost of the construction project, whichever is the smaller.

The headquarters of county and regional systems serving 50,000 to 100,000 and meeting State and Federal requirements for grants, \$150,000 or 50 per cent of the total cost of the project, whichever is the smaller.

The headquarters of county and regional systems serving over 100,000 and meeting State and Federal requirements for grants, \$200,000 or 50 per cent of the total cost of the project, whichever amount is the smaller.

Renovation of headquarters or branch library buildings for accessibility for the handicapped, energy conservation, or to accommodate new technologies.

The amount of each grant will be determined individually on the basis of the nature and extent of the renovation required and on the other funding available. In no case shall a grant exceed 50% of the cost of renovations specifically required to assure access and usability for the handicapped, energy efficiency, or to accommodate new technologies.

In addition to the face value of the grant each recipient will be eligible for an additional sum needed to cover the costs of review required by regulations. The State Library will not use Title II funds for its administration of this project.

In the event the number of approvable construction projects received is not sufficient to utilize all available funds, the State Library reserves the right to allocate additional funds within the limits of the Federal/State matching ratio.

VII. When and Where Project Will Be Implemented

The project will be implemented in FY 85 in counties receiving grants. To participate in the Title II program, the public library must be legally established and meet requirements for State Aid and for participation in grants-in-aid from Federal funds administered by the State Library.

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Title II
Project I. Public Library
Construction

VIII. Key Libraries and Other Libraries Involved

The South Carolina State Library and qualifying public libraries.

IX. Estimated Cost of and Sources of Funding

<u>Federal</u>	<u>Local</u>	<u>Total</u>
\$363,196	\$363,196	\$726,392

X. Method of Administering Project

The State Library will administer this project with existing staff. The Deputy Director for Library Development will provide overall supervision. Field Service Librarians will assist counties assigned to them with the application process, the written building plan, needs assessment, and other activities as necessary. The Office of the State Engineer will provide the required review of all plans for structural integrity. The State Fire Marshall will review them for fire safety compliance. The State Library will hire on a job basis a library building consultant to review the library functions of the building.

Administrative costs for the Title II program will be charged to Title I, Project IA (General Administration).

XI. Method of Evaluation

The State Library will evaluate each application to determine eligibility. Once a grant is approved the State Library will provide technical assistance and review before construction begins. During construction the State Library will work with the libraries to ensure that contractor(s) meet schedules, follow applicable regulations, and construct the building in accordance with specifications approved by the State Library. Periodic site visits will be made to verify the above. After the building is completed the State Library will make a final inspection of the building. A fiscal audit of the owner's accounts and records of both local and Federal funds will be made as soon as practicable after construction has been completed. This audit is to assure that Federal funds expended on the project are equal to the applicable Federal share of the actual allowable costs incurred by the library in constructing and equipping the project as approved and in accordance with applicable laws, regulations, and policies established for the program.

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Construction

Overall the project will be evaluated on the number of new library buildings constructed in areas which previously had no public library facility or which had an inadequate facility. Areas without library facilities necessary to develop services or facilities which are inadequate to provide services are those areas which do not have a facility to meet standards appropriate to their size on the basis of population served. Standards to be used in the evaluation of adequacy of the library facility will be Pamphlet No. 13, "Small Libraries Project," The Small Library Building (Library Administration Division, American Library Association, 1962) and in Wheeler and Goldhor's Practical Administration of Public Libraries, by Joseph L. Wheeler and Herbert Goldhor, revised by Carlton Rochell, (Harper, 1981), p. 464.

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Fiscal Year 1986
Title III
Project I. Interlibrary Network

SECTION C. DESCRIPTION OF PROJECT

I. Objectives

The objectives of the Interlibrary Network Project are:

- A. To provide better service to South Carolinians by improving access to library resources of the state, region, and nation.
- B. To facilitate the sharing of South Carolina library resources by means of a rapid communication system for the location of information and materials.
- C. To plan and develop a statewide bibliographic network, utilizing computer and telecommunications technology, capable of delivering products and services to all types of libraries in South Carolina.
- D. To raise the level of reference and interlibrary loan service through in-service training for reference personnel.
- E. To strengthen the services of the State Library so that it may adequately serve as a resource center for all libraries in the state.
- F. To provide access to the Educational Resources Information Center (ERIC) document collection, DIAIDG, and other data bases.
- G. To encourage cooperation among public, academic, institutional and other libraries of South Carolina.

II. Relationship to Long Range Program

The project supports Goal IV of the Long Range Program:

"To encourage and develop resource sharing by all libraries through participation in the South Carolina Library Network and other cooperative activities."

III. What the Project Expects to Accomplish

The project will provide rapid access to statewide resources, increase interlibrary cooperation, and result in more efficient use of all library resources. It provides the central organization, communications, and bibliographic access necessary for an effective interlibrary loan program. Requests for information and/or materials not available at one library may immediately be transmitted to another, with the State Library at the center of the South Carolina Library Network.

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Project I. Interlibrary Network

IV. Needs Assessment

Measured by either state or national standards, South Carolina's library resources are inadequate to meet user needs, present or potential. Public libraries own 1.42 books per capita. Institutional libraries are limited in depth and breadth of holdings. Academic libraries do not have adequate resources for burgeoning student bodies. The sharing of resources is the only economical and effective means of meeting the demands for service. This project provides the conduit for this resource sharing.

V. Who Is To Be Served

Rapid provision of information and materials not available at the local level is of potential benefit to all South Carolinians. The Interlibrary Network permits all library users to draw upon the resources of (1) the State Library, (2) other public, academic, institutional or other libraries, or (3) out-of-state libraries.

VI. Activities To Be Used To Meet Objectives and Needs

The State Library for the past five years has been working toward the development of a statewide automated library network. During FY 84 intensive study was done to determine the possible form such a network should take. Several options were considered. In FY 85 a consultant was engaged to assist in the development of requirements for the automated system which will serve as the center of the state network. The consultant also assisted in the evaluation and selection of the successful vendor. In FY 86 he will assist with the implementation of the first phase.

Plans are to establish over a period of three years an integrated on-line library system at the State Library to host the state network and to develop a communication system which will give libraries and state agencies* access to the network. The State Library will use federal and state funds to implement the system.

In year one the State Library's catalog will be put on-line. A circulation/interlibrary loan module will be installed which will give public libraries and some state agencies* access to this collection. FY 86 will be a transitional year for interlibrary cooperation. The activities listed below may change significantly, change very little, be replaced, or remain unchanged as the network develops. It is not possible at this point to describe the nature of these changes. Therefore this project is being written to describe current methodology for these five activities.

*No state or federal funds proposed for this project will be expended for this purpose.

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- A. Communications - to promote cooperation and to facilitate inter-library loans
1. In-WATS telephone service - connecting all public and out-of-town institutional libraries with the State Library. This will be discontinued as VI A 2 is operational.
 2. In mid-FY 86 a test group of public libraries will be given access to the State Library's catalog via dial access. Equipment and telecommunications charges will be provided by the State Library. The remaining public libraries and some academic libraries will have dial access capability in the latter half of FY 86.
 3. News for South Carolina Libraries - fostering communication among all public, college, university, institutional, and special libraries within the state
- B. Bibliographic Access - to identify and locate library resources
1. Microfilm edition of State Library Catalog - The last supplement of this catalog was produced in FY 84. It will be replaced by the South Carolina Library Network.
 2. South Carolina Library Network - During FY 86 the State Library's entire holdings will be available by means of an on-line catalog. Libraries will have full searching capabilities by author, title, or subject and key word. Requests for materials can then be placed using the electronic mail component of the system.
 3. SOLINET (Southeastern Library Network) - on-line bibliographic information and location capabilities supplement the South Carolina Interlibrary Loan Network, functioning as an interim union catalog of major S. C. library collections and providing access to materials anywhere in the SOLINET-OC LC network. To encourage SOLINET membership, the State Library makes grants to cover start-up costs through clusters serving multitype libraries or through individual memberships for larger libraries considered essential to the state network. To expedite building of the state data base, grants are made to major libraries to accelerate on-going RECON (retrospective conversion) projects.

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Project I. Interlibrary Network

4. Small Libraries Project - In order to enable small libraries to benefit from automation the State Library will provide funding to assist in conversion of bibliographic records to machine readable format. The databases created will be included in the proposed South Carolina Library Network. They will also enable the automation of local processes.
 5. Machine assisted reference service - the State Library will supplement its reference service by the use of on-line computerized bibliographic services through DIALOG, Lexis-Nexis and possibly other data bases.
- C. Interlibrary Loan - to supplement and coordinate library resources
1. State Library staff gives direct interlibrary loan service to public, institutional, academic, and special libraries. In FY 86 the State Library will attempt to increase interlibrary loan to public libraries by 5% and to academic libraries by 5%.
 2. The State Library is the communications center through which loans among different types of libraries are transmitted. In addition to interlibrary loan from its collection the State Library provides location services for all types of libraries in South Carolina.
 3. The project enables the State Library to employ two Reference Librarians and a Library Technical Assistant to work in the Interlibrary Loan Department.
 4. The University of South Carolina and the State Library received a grant from the National Endowment for the Humanities to fund phase one of a project to gain bibliographic control over the newspapers published in South Carolina. The grant was administered by the University of South Carolina with support services provided by the State Library. Since so much work had been done in South Carolina NEH declined to fund phase two so it could fund other states with greater need. The project will be continued with funding from the State-Record Foundation, the South Caroliniana Society, ISCA and in-kind support from the University of South Carolina.

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5. In FY 83 the State Library awarded a Title III grant to the University of South Carolina Medical School Library to produce a Union List of Serials of the holdings of the State Library, Richland County Public Library, and Columbia College Library. Publication was in FY 84 and 85. This will be continued in FY 86 incorporating updates from the three libraries. This project will be continued until it becomes a part of the statewide union list.
 6. Government Documents - a State Documents Depository Act, passed in 1982, allows the State Library to gain bibliographic control over state publications. Regional depositories (10) allow for local access. A State Plan for Federal Depository Libraries in South Carolina has been approved by the Superintendent of Documents. The State Library will be coordinating a shared regional depository involving the libraries of the University of South Carolina, Clemson University, and Winthrop College.
- D. Continuing Education - to increase awareness of the benefits of cooperation; to demonstrate new developments in library technology, including automation, networking, and information retrieval; and to raise the level of reference and interlibrary loan service throughout the state
1. Workshops - Two major workshops will be conducted in FY 86. They will be on retrospective conversion of bibliographic records and library disaster preparedness. During the year training will begin on use of the new South Carolina Library Network. When appropriate, activities will be planned and carried out in cooperation with the USC College of Library and Information Science and/or professional organizations.
 2. Field Work - The Reader Services staff makes field trips, as needed, to South Carolina libraries for the purpose of identifying local needs and problems, providing instruction, and encouraging more effective use of reference and interlibrary loan service. Emphasis in FY 86 will be on accessing the South Carolina Library Network.
- E. Study and Planning - to encourage cooperative planning among all types of South Carolina libraries

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1. Investigation - The State Library will continue conferences and planning meetings to allow South Carolina librarians to discuss and investigate potential means of cooperation including resource sharing, networking, and technological applications. If necessary, study trips may be made to observe successful multitype library cooperation in other states and to determine the possibility of replication in South Carolina.
2. Consultation - When a need is indicated, the State Library will engage consultants to study the feasibility of various cooperative activities and to advise on the development of a coordinated plan of action. The Task Force on Library Automation and Networking will advise the State Library on matters pertaining to the future of library automation and cooperation.
3. Demonstration - Where investigation and consultation indicate that a given activity or technology can substantially improve communications, streamline library procedures, facilitate delivery of service, or otherwise contribute to resource sharing and interlibrary cooperation the State Library may offer a demonstration grant to aid in establishing a cooperative project that crosses type of library lines. The objective would be to find the ways to fill the information and library needs in the State, to show clearly how each party benefits from cooperation, and to show ways of maximizing the expenditure of state and federal funds.

VII. When and Where Project Will Be Implemented

The project will be implemented in FY 86 at the South Carolina State Library.

VIII. Key Libraries and Other Libraries Involved

The South Carolina State Library

All libraries of South Carolina

IX. Estimated Cost of and Sources of Funding

State and LSCA Title I funds provide the materials used by the State Library in the interlibrary loan program (see Project IIB. Strengthening the State Library Agency). State funds provide the professional and pre-professional personnel to operate the program. LSCA Title III funds are

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Title III
Project I. Interlibrary Network

expended for network planning, grants-in-aid, consultant fees, scholarships and workshop costs, meetings and conferences, communications (postage, telephone, and SOLINET), two reference librarians, a library technical assistant, some clerical personnel, bibliographic location tools, equipment, equipment maintenance, supplies, printing, travel and miscellaneous expenses attributable to the Interlibrary Network.

FY 86 funds budgeted:

<u>Federal</u>	<u>State</u>	<u>Total</u>
\$252,613*	\$173,905	\$659,042
232,524 (FY 85 C-O)		
<u>\$485,137</u>		

*\$176,961 (est.) of this amount will be carried forward for use in FY 87.

For state budgetary purposes most of these funds are budgeted as equipment. As they are disbursed they will be charged to proper categories.

X. Method of Administering Project

The project is administered by the State Library. Long-range planning is under the direction of the Deputy Director for Library Services. General supervision rests with the Director of Reader Services, and interlibrary loan operations are the responsibility of the Interlibrary Loan Librarian. SOLINET communications are provided through contract with the Southeastern Library Network and monitored by the Director of Technical Services. The Coordinator of Automation Services will provide day-to-day monitoring of the South Carolina Library Network.

XI. Method of Evaluation

The total project will be supervised by the Deputy Director for Library Services, with participation of the Director and Deputy Director for Library Development in all planning activities. Many of the results of the project are "intangibles" - leading to improved communication and cooperation between all types of libraries. Specific accomplishments will be measured in terms of the number of libraries involved in planning and activities, the consensus reached concerning immediate and long-range goals, and the development of demonstration projects for prototype activities.

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The interlibrary loan phase of the project will be constantly monitored by the Interlibrary Loan Librarian, who supervises the filling of all reference and title requests, and by designated members of the State Library staff. Interlibrary loan statistics will provide a major source for evaluation of this service. Success of the service will be measured in terms of:

- (1) the number of interlibrary loan transactions
- (2) the percentage of requests filled
- (3) the time required for filling patron requests
- (4) critique by librarians and patrons

The South Carolina Library Network is scheduled to be operational by the end of FY 86. The above measures of service will still be valid. However, as the network develops and use patterns are established there will be a need to develop a more sophisticated evaluative tool.

ANNUAL PROGRAM

LIBRARY SERVICES AND CONSTRUCTION ACT

1984-1985

With FY 85 Supplement

**South Carolina State Library
1500 Senate Street
P. O. Box 11469
Columbia, South Carolina
29211**

**TITLE I
FY CARRYOVER**

85

OMB NO. 1550-0025 EXP 12/88

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
1. PUBLIC LIBRARY (AREAS WITHOUT SERVICES) SEC. 102, LSCA	01.004	\$ -0-				
2. PUBLIC LIBRARY (AREAS WITH INADEQUATE SERVICES) SEC. 102, LSCA	01.004	164,872				
3. DISADVANTAGED: SEC. 102, LSCA a. CULTURALLY 1770.4 LSCA REGS. b. SOCIOECONOMICALLY INCLUDE URBAN AND RURAL LOW-INCOME 1770.4 LSCA REGS. c. EDUCATIONALLY 1770.4 LSCA REGS.	01.004	23,126				

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LSCA I	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$ 41,427				
b. FRINGE BENEFITS	3,060				
c. TRAVEL	8,703				
d. EQUIPMENT	60,000				
e. SUPPLIES					
f. CONTRACTUAL	27,500				
g. LIBRARY MATERIALS	36,873				
h. OTHER	10,435				
i. TOTAL DIRECT CHARGES					
j. INDIRECT CHARGES					
k. TOTALS	\$ 187,998				
7. PROGRAM INCOME					

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
4. HANDICAPPED SEC. 102, LOCA	04.004	\$ 36,701		\$		
5. INSTITUTIONALIZED SEC. 102, LOCA	04.004	9,117				
6. STRENGTHENING STATE LIBRARY ADMINISTRATION AGENCY SEC. 100002 LOCA	04.004	190,148				
7. MAJOR URBAN RESOURCE LIBRARY SEC. 102, LOCA	04.004	-0-				

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LOCA 1	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$ 8,500				
b. FRINGE BENEFITS	1,500				
c. TRAVEL	3,900				
d. EQUIPMENT	86,025				
e. SUPPLIES	11,000				
f. CONTRACTUAL					
g. LIBRARY MATERIALS	57,697				
h. OTHER	21,526				
i. TOTAL DIRECT CHARGES					
j. INDIRECT CHARGES					
k. TOTALS	\$ 190,148				
7. PROGRAM INCOME					

TITLE I
FY CARRYOVER
85

OMB NO. 1550-0022, EXP. 12/99

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
B. STRENGTHENING METROPOLITAN PUBLIC LIBRARY SEC. 102, LSCA	01.0041	\$	\$	\$	\$	\$
B. LIMITED ENGLISH-SPEAKING ABILITY SEC. 6, LSCA	01.0041					
10. SERVICES TO THE ELDERLY SEC. 6 and 101	01.0041					

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LSCA 1	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$	\$	\$	\$	\$
b. FRINGE BENEFITS					
c. TRAVEL					
d. EQUIPMENT					
e. SUPPLIES					
f. CONTRACTUAL					
g. LIBRARY MATERIALS					
h. OTHER					
i. TOTAL DIRECT CHARGES					
j. INDIRECT CHARGES					
k. TOTALS	\$	\$	\$	\$	\$
7. PROGRAM INCOME	\$	\$	\$	\$	\$

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
		\$		\$		
11. COMMUNITY INFORMATION AND REFERRAL CENTERS SEC. 101(3), LSCA	84.034					
12. LITERACY PROGRAMS SEC. 6, LSCA	84.043	50,000				
13. Administration		36,000				
14. XX TOTALS		\$ 509,964		\$		

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LSCA 1	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$ 24,571				
b. FRINGE BENEFITS	3,062				
c. TRAVEL	6,000				
d. EQUIPMENT	10,000				
e. SUPPLIES	2,500				
f. CONTRACTUAL					
g. LIBRARY MATERIALS	20,000				
h. OTHER	3,867				
i. TOTAL DIRECT CHARGES	70,000				
j. INDIRECT CHARGES	16,000				
k. TOTALS	\$ 86,000				
7. PROGRAM INCOME					

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
1. PLANNING OF COOPERATIVE LIBRARY NETWORKS - SEC 302, LSCA	84.035	\$ -0-	\$	\$	\$	\$
2. PLANNING FOR STATE-WIDE RESOURCE SHARING SEC. 304, LSCA	84.035	-0-				

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) LSCA III	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$	\$	\$	\$	\$
b. FRINGE BENEFITS					
c. TRAVEL					
d. EQUIPMENT					
e. SUPPLIES					
f. CONTRACTUAL					
g. LOCATOR TOOLS					
h. OTHER					
i. TOTAL DIRECT CHARGES					
j. INDIRECT CHARGES					
k. TOTALS	\$	\$	\$	\$	\$
7. PROGRAM INCOME	\$	\$	\$	\$	\$

PART III - BUDGET INFORMATION

SECTION A - BUDGET SUMMARY

GRANT PROGRAM, FUNCTION OR ACTIVITY (a)	FEDERAL CATALOG NO. (b)	ESTIMATED UNOBLIGATED FUNDS		NEW OR REVISED BUDGET		
		FEDERAL (c)	NON-FEDERAL (d)	FEDERAL (e)	NON-FEDERAL (f)	TOTAL (g)
3. ESTABLISHING EXPANDING AND OPERATING LIBRARY NETWORKS - SEC 300, ISCA	04.000					
BIBLIOGRAPHIC CONTROL		150,000				
USER SERVICES:						
(1) INTERLIBRARY LOAN		80,524				
(2) REFERENCE SERVICES						
(3) ACCESS TO COMPUTER DATA BASES		2,000				
TRAINING/EDUCATION						
4. TOTALS GRAND		\$ 232,524	\$	\$	\$	\$

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1) ISCA #	(2) STATE	(3) LOCAL	(4) OTHER FEDERAL	
a. PERSONNEL	\$ 51,000	\$	\$	\$	\$
b. FRINGE BENEFITS	10,529				
c. TRAVEL	1,000				
d. EQUIPMENT	150,000				
e. SUPPLIES	1,000				
f. CONTRACTUAL					
g. LOCATOR TOOLS					
h. OTHER	18,995				
i. TOTAL DIRECT CHARGES					
j. INDIRECT CHARGES					
k. TOTALS	\$ 232,524	\$	\$	\$	\$
7. PROGRAM INCOME					

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SECTION C - NON-FEDERAL RESOURCES

(a) GRANT PROGRAM	(b) APPLICANT	(c) STATE	(d) OTHER SOURCES	(e) TOTALS
8.				
9.				
10.				
11.				
12. TOTALS				

SECTION D - FORECASTED CASH NEEDS

	TOTAL FOR 1ST YEAR	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER
13. FEDERAL					
14. NON-FEDERAL					
15. TOTALS					

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) GRANT PROGRAM	FUTURE FUNDING PERIODS (years)			
	1st Year	2nd Year	3rd Year	4th Year
16.				
17.				
18.				
19.				
20. TOTALS				

SECTION F - OTHER BUDGET INFORMATION (attach additional sheets if necessary)

21. DIRECT CHARGES

22. INDIRECT CHARGES

23. REMARKS

PART IV - PROGRAM NARRATIVE (attach per instructions)